AMENDMENT OF SOLICITA	TION/MODIFICATI	ON OF CONTRA	CT 1. CONTI	RACT ID CODE	PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE See Block 160		4. REQUISITION/PURG PR-R4-03-1017		5. PROJECT NO. (if applicat	ble)
	ODE		7. ADMINISTERED BY	(If other than item 6) CODE		
U.S. EPA Region IV Procurement Section 14th Floor A 61 Forsyth St., SW Atlanta, GA 30303	Atlanta Federal Ce	nter				
8. NAME AND ADDRESS OF CONTRACTOR (No.,	street, county, State and ZIP Code)	(✔)	9A. AMENDMENT OF	F SOLICITATION NO.	
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501	. •			9B. DATED (SEE ITEM 11)		•
Research Triangle Park (Industria	al			10A MODIFICATION OF	CONTRACT/ORDER	
Area), NC 27709				NO.		
,,				68-W-01-009 TO		·
		•		10B. DATED (SEE ITEM 13 02/14/03)	
CODE FACILITY CODE						
	11. THIS ITEM ONL	Y APPLIES TO AMEN	NDMENTS OF SOLIC	CITATIONS		
[] The above numbered solicitation is amende Offers must acknowledge receipt of this amendm						
letter, provided each telegram or letter makes refi 12. ACCOUNTING AND APPROPRIATION DATA (t See the section, Accounting/App 13	f required)	the attachment	on Page 2.	ACTS/ORDERS,	естеа.	
A. THIS CHANGE ORDER IS ISSUE TRACT ORDER NO. IN ITEM 104	D PURSUANT TO: (Specify at					
B. THE ABOVE NUMBERED CONTR appropriation date, etc.) SET FORTH				(such as changes in paying offic	,	
c. THIS SUPPLEMENTAL AGREEM		RSUANT TO AUTHORITY	OF:			
D. OTHER (Specify type of modification at X FAR 52.232-22 "Limitation						
E. IMPORTANT: Contractor [X] is not,	[] is required to sign thi	s document and return_	copies to the is:	suing office.		
14. DESCRIPTION OF AMENDMENT/MODIFICATION Incremental funding in the amou is now fully funded at \$78,338.00	nt of \$2,986.00 is I			feasible.)		·
,						.·
Except as provided herein, all terms and condition and effect.	ons of the document referen	nced in Item 9A or 10A, a	s heretofore changed,	remains unchanged and in	full fòrce	
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TO	TLE OF CONTRACTING OF	FICER (Type or print)	
		•	CHARLES K. H	IAVES		
15B. CONTRACTOR/OFFEROR		15C DATE SIGNED		ES OF AMERICA		SIGNED
(Signature of person authorized to sign)			(Signature	of Contracting Officer)	_ AUG	6 2003

RCRA Analytical Support

Contract: 68-W-01-009, Task Order: 0022, Mod: 0003 Lead PR Number: PR-R4-03-10177

Summary Information

Title:

RCRA Analytical Support

Period of Performance:

From: 02/14/03

To:

02/13/04

Award Date:

02/14/03

Total Funding:

\$78,338.00

Accounting/Appropriation Data

The following item(s) have been added:

	POP	DCN	BFYS	Appr.#	Org .	Program Element		Obj Clss	Amount	/ C
: .	Base	. RBC049	03	В	E1B	90102E	LMAM0000	 2505	\$2,986.00	P

Funding Breakout

Acct.Info	Funding Category	Amount
FY2002 - TER004	Estimated Cost Fixed Fee	Exemption 4, CBI
FY2002 - TJR002	Total: Estimated Cost Fixed Fee	\$1,000.00 Keaactea Exemption 4, CBI
FY2002 - TJR010	Total:	\$34,352.00 Kedacted Exemption 4, CBI
FY2003 - RBC049	Total: Estimated Cost Fixed Fee	\$20,000.00 Redacted Exemption 4, CBI
FY2003 - TJ3009	Total: Estimated Cost Fixed Fee Total:	\$2,986.00 Redacted Exemption 4, CBI
	10041	220,000.00

[M] - Modified

[A] - Added

Attachments

The following item(s) have been modified:

Document Hours was modified.

AME	NDMENT OF SOLICITATIO	N/MODIFICATION OF C	ONTRACT	1. CONTRA	ACT ID CODE	PAGE OF PAGES
2. AMENDMEN 0002	NT/MODIFICATION NO.	3. EFFECTIVE DATE See Block 16C	4. REQUIS	SITION/PURCHASE REQ. NO.		5. PROJECT NO. (# applicable)
6. ISSUED BY	CODE		7. ADMINI	STERED BY (ff other than item 6) CODE	
U.S. EPA I Procureme 61 Forsyth Atlanta, G.	ent Section 14th Floor Atla n St., SW	inta Federal Center				
8. NAME AND	ADDRESS OF CONTRACTOR (No., street,	, county, State and ZIP Code)		(√)	9A. AMENDMENT O	F SOLICITATION NO.
INTEGRAT	TED LABORATORY					
SYSTEM P.O. BOX	13501				9B. DATED (<i>see (TEM</i> 11)	
	Triangle Park (Industrial			1.	10A. MODIFICATION OF	CONTRACT/ORDER
Area), NC	27709			İ	NO. 68-W-01-009 TO	# 22
					10B. DATED (SEE ITEM 13	
CODE FACILIT	TY CODE				02/14/03	
CODE PACILI		I. THIS ITEM ONLY APPLIES	TO AMENDMENTS	OF SOLICE	TATIONS	·
[] The abov	e numbered solicitation is amended as					t extended.
letter, provided	OF YOUR OFFER. If by virtue of this ar leach telegram or letter makes reference NG AND APPROPRIATION DATA (If require	e to the solicitation and this amend				
<u> </u>		HIS ITEM APPLIES ONLY TO I				
(/) A	THIS CHANGE ORDER IS ISSUED PUR TRACT ORDER NO. IN ITEM 10A					
Х В.	THE ABOVE NUMBERED CONTRACT, appropriation data, etc.) SET FORTH IN ITE			CHANGES (s	uch as changes in paying office	
c.	THIS SUPPLEMENTAL AGREEMENT I	S ENTERED INTO PURSUANT TO A	UTHORITY OF:			
D.	OTHER (Specify type of modification and auth	ority)			,	
E. IMPORTAN		is required to sign this document a		s to the issui	-	
This modi	ON OF AMENDMENT/MODIFICATION (O fication hereby provides th	rgenized by UCF section heedings, including ne following administrat	solicitation/contract subject in its change to P	rocurem	ent Management	Roles.
•						•
		•				•
					•	
and effect.	ided herein, all terms and conditions of	the document referenced in Item 9/				
15A. NAME	AND TITLE OF SIGNER (Type or print)			ME AND TITLI ES K. HA	E OF CONTRACTING OF	FICER (Type or print)
15B. CONTR	ACTOR/OFFEROR	15C DATE			OF AMERICA	16C. DATE SIGNED
				ales L	. Haves	JUN 3 0 2003
	gnature of person authorized to sign)			(Signature of C	ontracting Officer)	
NSN 7540-01-19 PREVIOUS EDI	52-8070 TION UNUSABLE		30-105		•	STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 52.243

RCRA Analytical Support

Contract: 68-W-01-009, Task Order: 0022, Mod: 0002

Summary Information

Title: RCRA Analytical Support

Period of Performance: From: 02/14/03

To: 02/13/04

Award Date: 02/14/03 Total Funding: \$75,352.00

Funding Breakout

Acct.Info	Funding Category	Amount			
FY2002 - TER004	Estimated Cost Fixed Fee	Exemption 4, CBI			
	Total:	\$1,000.00			
FY2002 - TJR002	Estimated Cost Fixed Fee	Redacted Exemption 4, CBI			
	Total:	\$34,352.00			
FY2002 - TJR010	Estimated Cost Fixed Fee	Redacted Exemption 4, CBI			
·	Total:	\$20,000.00			
FY2003 - TJ3009	Estimated Cost Fixed Fee	Redacted Exemption 4, CBI			
	Total:	\$20,000.00			

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: SHARON R. THOMS 61 FORSYTH STREET, SW ATLANTA, GA 30303--310

Mail Code:

Phone Number: 404-562-8666

Fax Number: E-Mail Address:

AMENDMENT OF SOLIC	TATION/MODIFICATION OF CO	NTRACT	1. CONTRAC	T ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE See Block 16C	4. REQUIS	SITION/PURCHA 03-10087		5. PROJECT NO. (# applicable)
6. ISSUED BY U.S. EPA Region IV Procurement Section 14th Flo 61 Forsyth St., SW Atlanta, GA 30303	or Atlanta Federal Center	7. ADMINI:	STERED BY (# 0	ther then item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR	(No., street, county, State and ZIP Code)		(√) 9	A. AMENDMENT OF	SOLICITATION NO.
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501			9	B. DATED (SEE ITEM 11)	
Research Triangle Park (Indus Area), NC 27709	strial		1	0A. MODIFICATION OF NO. 58-W-01-009 TO 0B. DATED (SEE ITEM 13 02/14/03	# 22
CODE FACILITY CODE					
	11. THIS ITEM ONLY APPLIES T ended as set forth in Item 14. The hour and da	O AMENDMENTS	OF SOLICITA	ATIONS	at auto-dod
IN REJECTION OF YOUR OFFER. If by virtue letter, provided each telegram or letter make: 12. ACCOUNTING AND APPROPRIATION DA See the section, Accounting/A	Appropriation Data, in the attack 13. THIS ITEM APPLIES ONLY TO M IT MODIFIES THE CONTRACT/OF SUED PURSUANT TO: (Specify authority) THE CH.	hment on Page ODIFICATIONS OF	e 2. F CONTRACT	rs/ORDERS,	am or ecified.
B. THE ABOVE NUMBERED CO	ONTRACT/ORDER IS MODIFIED TO REFLECT T ITH IN ITEM 14, PURSUANT TO THE AUTHORI	THE ADMINISTRATIVE TY OF FAR 43.103(b).	E CHANGES (su	ch as changes in paying offic	¥,
c. THIS SUPPLEMENTAL AGR	EEMENT IS ENTERED INTO PURSUANT TO AU	THORITY OF:			
D. OTHER (Specify type of modifical X FAR 52.232-22 "Limit	ion and authority) ation of Funds"				
E. IMPORTANT: Contractor [X] is not	;, [] is required to sign this document and	d return copi	es to the issuin	g office.	
14. DESCRIPTION OF AMENDMENT/MODIFIC	ATION (Organized by UCF section headings, including s	olicitation/contract subject	matter where feasi	ible.)	
Incremental funding in the am contractor shall not exceed the	ount of \$1,000.00 is hereby add e current funding level of \$75,3	ded. This brin 352.00.	gs the tota	al incremental f	unding to \$75,352.00. The
	•				
Except as provided herein, all terms and con and effect.	ditions of the document referenced in Item 9A	or 10A, as heretofor	e changed, rem	ains unchanged and in	full force
15A. NAME AND TITLE OF SIGNER (Type or	print)			OF CONTRACTING OF	FRICER (Type or print)
15B. CONTRACTOR/OFFEROR	15C DATE S		LES K. HA		16C. DATE SIGNED
(Signature of person authorized to sign)			(Signature of Co	ontracting Offices	- MAR 1 2 201
NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE		30-105			STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 52.243

Summary Information

Title:

RCRA Analytical Support

Period of Performance: From: 02/14/03

To:

02/13/04

Award Date:

02/14/03

Total Funding:

\$75,352.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#		Program Element		Cost Org	Obj Clss	Amount	/ C
Base	TER004	02	В	04T00RR	40202C	00000000		2505	\$1,000.00	С

Funding Breakout

Acct.Info	Funding Category	Amount Redacted			
FY2002 - TER004	Estimated Cost Fixed Fee	Exemption 4, CBI			
FY2002 - TJR002	Total:	\$1,000.00 Redacted Exemption 4, CBI			
FY2002 - TJR010	Fixed Fee	\$34,352.00 Redacted Exemption 4, CBI			
FY2003 - TJ3009	Total:	\$20,000.00 Redacted Exemption 4, CBI			
	Total:	-\$20,000.00			

[M] - Modified

[A] - Added

Attachments

The following item(s) have been modified:

Document Hours was modified.

The following item(s) have been added:

Attachment Name Invoice Approval Authority Hours

Invoice Approval Authority
Contract: 68-W-01-009, Task Order: 0022, Mod: 0001

Lead PR Number: PR-R4-03-10087

Not withstanding the appointment of Alternate Task Order Project Officers, only the Contract level Project Officer and Alternate shall have invoice approval authority.

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RCRA Analytical Support

Contract: 68-W-01-009, Task Order: 0022

Lead PR Number: PR-R4-03-10076

Summary Information

Title: Period of Performance:

RCRA Analytical Support From: 02/14/03 To: 02/13/04

Award Date: Total Funding:

\$74,352.00

Accounting/Appropriation Data

POP .	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	, t C
Base Base	TJ3009 TJR010	02	B B B	04T00RR 04T00RR 04T00RR	90102E	00000000		2505 2505 2505	\$20,000.00 \$20,000.00 \$34,352.00	Č

Funding Breakout

Acct.Info	Funding Category	Amount Redacted
FY2002 - TJR002	Estimated Cost Fixed Fee	Exemption 4, CBI
	Total:	\$34,352.00 Redacted
FY2002 - TJR010	Estimated Cost Fixed Fee	Exemption 4, CBI
	Total:	~\$ZU, UUU. UU Redacted
FY2003 - TJ3009	Estimated Cost Fixed Fee	Exemption 4, CBI
	Total:	\$20,000.00

Procurement Management Roles

TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: MICHAEL H. BIRCH COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8552

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: LINDA P. KIDD COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8731

Fax Number:

E-Mail Address:

Deliverable Iten	ш	з
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SCHEDULE FOR LOCATION:

Attachments

RCRA Analytical Support
Contract: 68-W-01-009, Task Order: 0022

Contract: 68-W-01-009, Task Order: 0022 Lead PR Number: PR-R4-03-10076

Attachment Name

Task Order SOW

Hours

Subcontractor Consent

Name Type Amount

MANTECH ENVIR. Cost-Plus-Fixed-Fee \$12,546.00

Task Order Totals

Category POP Amount
Estimated Cost Base Pd. Redacted

Fixed Fee Base Pd. Exemption 4, CBI

Contract: 68-W-01-009, Task Order: 0022

Lead PR Number: PR-R4-03-10076

Statement of Work Task Order No. 22 RCRA Analytical Support Period of Performance 2/15/2003 - 2/14/2004

PURPOSE

The purpose of this Task Order (TO) is to provide RCRA analytical support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support, Task Area II, Data Review Support, Task Area III: Analytical Logistical Support and Task Area IV, QA/QC Support. See Attachment 1 Estimated Number of Samples and Analysis for Region 4's expected number of requests for each Task listed below.

STATEMENT OF WORK:

The contractor shall provide analytical chemistry, biological, field sampling, analytical and data review support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

TASK 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5. Program management costs shall be identified from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with monthly reports of the above-referenced data.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this Task through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate, complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall revise its QMP and QAPP to reflect any new changes in operation or new requirements or implement an EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2 and requirements outlined in EPA QA-R5.

The contractor shall implement or revise an existing Health and Safety plan as needed to assure that all requirements

Lead PR Number: PR-R4-03-10076

specified above are addressed.

Deliverables:

The contractor shall submit to the PO/TOPO all reports defined in the SOW (Attachment 2, Reports of Work Page 2-1 of 5) and monthly status reports under this TO.

The contractor shall submit to the PO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Environmental Sample Analysis:

The contractor shall prepare and/or analyze environmental samples consisting of a variety of media for chemical contaminants including, but not limited to, pesticides/PCBs, volatiles and semivolatile organic compounds; cyanide, metals, nutrients and other inorganic analytes.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the most current guidence documents: Environmental Investigations Standard Operating Procedures and Quality Assurance Manual, (EISOPQAM), Analytical Support Branch Operations and Quality Control Manual, and Ecological Assessment Branch Standard Operating Procedures. These documents are available principles the following address:

http://www.epa.gov/region4/sesd/sesdpub_guidance.html.

The contractor shall perform all extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

<u>Deliverables:</u> The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

Task 3: Biological Support:

The contractor shall perform the following biological activities listed in **B. Biological Support:** of the contract SOW in accordance with the latest U.S. EPA Region IV Ecological Assessment Branch Standard Operating Procedures, and Region IV Standard Operating Procedures for Toxicity Testing Hazardous Waste Assessments.

The contractor shall provide acute and chronic toxicity tests with Ceriodaphnia, fathead minnows, lettuce, earth worms, amphipods, algal, Microtox, and/or other organisms on samples collected at RCRA or other sites. Perform activities

necessary for the culturing and maintenance of biological test organisms to assure an adequate, viable supply of the organisms for biological/microbiological testing at the EPA Regional laboratory. The contractor shall obtain new test organisms in order to maintain existing laboratory cultures. Perform culturing activities in accordance with established, approved or regulated methodologies and laboratory SOPs specified in the TO or through TDFs. Collect bioassay samples and/or organisms at specified sites. Perform on-site toxicity testing, algal growth potential and other bioassessment procedures, or endangered species assessments.

The contractor will be tasked to develop documents that include screening assessments, problem formulation sampling and analysis plans and quality assurance project plans and risk characterizations for ecological risk assessment. The contractor will be required to collect biological samples such as mussels, crabs, fish, reptiles and amphibians at RCRA sites. This would also include sample processing such as tissue homogenization and sample shipping.

The contractor will provide analysis of soils/sediments for particle size analysis, total organic and inorganic matter, total organic carbon and other physical/chemical parameters.

The contractor shall perform other analytical/biological support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall perform QA/QC analysis with all the above mentions analytical and field tasks.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF. The contractor shall submit any revised SOPs with the test report.

The contractor shall perform the culturing and maintenance of biological test organisms including QC to assure an adequate, viable supply of the organisms for biological testing.

The contractor shall obtain new test organisms in order to maintain existing laboratory cultures.

The contractor shall provide forms and laboratory log books for all recordings including QA/QC documentation required by the SOPs and TDFs, and daily calibration of laboratory instruments.

The contractor shall provide monthly reports and related QC for Standard Reference Toxicity Tests (chronic and acute). Raw and QC data shall be included in the reports as specified in the SOPs, TOs or TDFs.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor shall perform the following field activities in accordance with the previous reference guidance documents.

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with OA/OC checks and requirements.
- preparation to meet with QA/QC checks and requirements.

 Provide field investigation vehicle loading/unloading support. Receives equipment load out requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements.

 Includes maintenance of batteries and battery shed.
- Maintain Field Equipment Center (FEC) in a neat and organized manner and track the inventory of supplies in a computer database for tracking consumables for field projects.
- Provide routine field and laboratory instrument/operator maintenance incidental to other assigned tasks including log in of maintenance and calibration records.
- log in of maintenance and calibration records.

 Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to

TASK ORDER SOW

Contract: 68-W-01-009, Task Order: 0022

Lead PR Number: PR-R4-03-10076

accomplish field analytical tasks.

Provide field and analytical support. Conduct pH, DO, turbidity, temperature, conductivity, water level measurements and similar testing and air monitoring. Collect and preserve water, soil/sediment, waste, and leachate samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of field equipment

Precisely locate and document sampling sites and features at hazardous waste and other sites. GPS coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.

Provide field sampling support by operating EPA drill rig equipment and other specialized equipment as

specified in the contract SOW.

Provide Field Analytical Screening Project (FASP) analysis support. Support will include conducting a variety of organic and inorganic chemical analyses using equipment listed in the SOW Attachments 3, 4, 5. Analytical support may be provided at both fixed and field laboratory sites.

Provide for operation, management, and maintenance of mobile laboratories listed in the GFP.

Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.

Process and enter analytical data and its associated location information into a GIS or EMAP environmental system, necessary to display analytical data source maps and tables. Generate source maps using ARCINFO, AUTOCAD, or other commercially available software.

Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);

Package and ship field samples, including document management, and return coolers.

Frequent travel within Region IV is required. The contractor will coordinate with Project Leaders for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/ManTech.

<u>Deliverables</u>: The contractor shall prepare and submit reports associated with the above list of tasks as per **F**. <u>Deliverables</u> in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

Deliverables: The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

Deliverables: The contractor shall prepare and deliver to the PO and TOPO a summary of information provided under each TDF within five (5) days of completion.

Task 7: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

Task 8: Sample Custodian and File Manager:

The contractor shall perform sample custodial duties at SESD for RCRA environmental samples in accordance with the SOPs specified above. The contractor shall receive FASP environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS and refrigerator/ freezer log and store the samples in the appropriate refrigerators, freezers, or shelves for air canisters. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

<u>Deliverables:</u> The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with SOP requirements.

Task 9: Data Validation:

The contractor shall conduct technical review and validation of analytical data generated through the Contract Laboratory Program (CLP), regional laboratory contracts, EPA regional laboratory, potentially responsible parties (PRPs), EPA field contractors, and other sources.

The contractor shall examine the data package to determine if the required data and documentation are present. If information is missing, the contractor shall immediately notify the TOPO, through an interim deliverable listing the information required to complete the data validation. This includes tracking the status of data packages to include due dates, lateness, data validation reports, missing data for samples, PE samples or field QC samples.

The contractor shall perform electronic validation of deliverables (e.g., diskettes, CD ROM) or data packages using (including data packages generated electronically) electronic validation assessment software provided by the EPA, in accordance with the regional SOPs, TO and/or software documentation.

Upon completion of validation, the contractor shall submit the required data validation report(s) to the TOPO within the time frames specified in the TO or TDF. When revisions or corrections are required, data validation documents, marked up Form I's, and/or data packages will be returned to the contractor with written directions indicating the necessary revisions/corrections in accordance with a TDF. The contractor shall make the necessary revisions/corrections and submit the corrected data validation report to the TOPO. The contractor shall update any electronic tracking system if required under the task order. The contractor shall transfer electronic data as specified in the SOW, TO, guidance or TDF.

The contractor shall produce reports summarizing statistical (or mathematically derived) information resulting from data validation and/or data review activities.. The type of information required by such reports shall include the number of samples for which data were rejected, estimated and/or the number of rejected/estimated analytes by fraction (volatiles, semivolatiles, pesticide/PCBs, dioxins, metals, cyanide, or other parameters). The contractor shall specify the reasons for qualification or rejection of analytical data and may be required to provide a statistical or mathematical summary of this information. Several quality indicators such as surrogate recoveries, holding time exceeded, adherence to initial and continuing calibration requirements, contamination issues, accurate identification and quantitation of target analytes, internal standard response factors, temperature/preservation requirements, moisture content, volatile head space, matrix spike/matrix spike duplicate recoveries and precision, and evaluation of duplicate sample precision may be used to determine, on a mathematical or statistical basis, the overall quality of the analytical data set. To expedite this process, EPA may require the contractor to employ available/existing electronic data assessment TOPOs.

The contractor shall inventory CLP Sample Delivery Group and other data packages for completeness, conduct evidentiary audits, repackage for archival storage, and transport analytical and QA-related data to/from designated records storage facilities in accordance with EPA requirements and SOPs at EPA facilities which may include EPA acquired off-site facilities. The contractor will be required to physically lift, move, and transport boxes of data and/or reports to EPA off-site facilities for data storage/archiving purposes as needed. All packages will be inventoried and boxed according to Federal Records Center requirements.

Lead PR Number: PR-R4-03-10076

Task 10: Data Entry:

The contractor shall provide manual and/or electronic analytical data entry into R4LIMS and clerical support as required to complete technical and reporting requirements for all data review packages assigned by a TDF. This will include initial data entry and verification.

Task 11: Performance Evaluation (PE) Sample Preparation:

The contractor shall prepare/package samples, ship paperwork for PE spikes and blind blanks for the sampling events as requested in a TDF.

The contractor shall provide documentation and chain-of-custody paperwork for PE samples shipped to specified laboratories as stated in the TO, SOPs or by the TDF.

Deliverables:

The contractor shall submit to the CO, PO, and TOPO SOPs for accomplishing the activities under this task with the TO Work Plan for EPA approval. For all data review tasks, the contractor shall prepare and submit to the TOPO a report, detailing results of the data review. When revisions or corrections are required, the TOPO will return the data package to the contractor with written instructions indicating the necessary revisions/corrections. The contractor shall make the necessary revisions/corrections and re-submit the data package to the TOPO.

The contractor will provide copies of chain-of-custody documentation and shipping information and reports for PE Samples. Other deliverables will be listed in the TDF.

The contractor shall submit to the PO and/or TOPO, for each designated data package, a report of differences and problems in performing the data validation for the evaluation of new or revised functional guidelines, in accordance with schedules specified in TDFs. Original documents shall accompany all revisions.

The contractor shall provide R4LIMS data entry support for completed data packages in a timely manner as specified in the TDFs.

Task 12: Preparation and Review of QA/QC Documents

The contractor shall provide QA/QC technical reviews of documents in accordance with prescribed U.S. EPA Region 4 procedures. Occasional site visits to conduct site assessments and participate in sample collection efforts in support of the ecological risk assessments shall be required. Travel to provide on-site assessment and attend meetings concerning certain sites may be required.

The contractor shall prepare/review QAPPs and/or sampling and analysis plans for EPA and ESAT conducted projects according to the EPA guidance documents, EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans; EPA QA/G-9: Guidance for the Data Quality Assessment: Practical Methods for Data Analysis; and EPA QA/G-4HW: Guidance for the Data Quality Objectives Process for Hazardous Waste Sites.

The contractor shall provide technical support to EPA in the review, development, and/or revision of QA-related documents as specified in TDFs. These documents may include SOPs, procedural documents, scopes of work, operating guidelines, analytical summaries and tables, functional guidelines, and data validation manuals.

The contractor shall conduct scientific and technical review on EPA SOPs, manuscripts, data compilations, review articles, technical papers prepared for journal publication, and scientific/technical products.

The contractor shall provide evaluation of specialized computer systems to be utilized to perform or support task-related activities, such as loading existing analytical data into EPA supplied software and generating reports or conducting electronic data assessments/validation.

The contractor may be tasked to provide review and assessment of field screening and fixed laboratory conformational data and split sampling data to determine data comparability.

The contractor shall perform data review for the regional data validation oversight program.

Lead PR Number: PR-R4-03-10076

The contractor shall provide technical support to the EPA in the review of non-CLP, PRP, and state laboratory performance in the analysis of samples for EPA environmental programs and in the review of PRP, state, and field contractor performance of field sampling/analytical activities. This technical support may require the contractor to review and track applicable documents and electronic media to determine if laboratory and/or field activities have been performed in accordance with EPA-approved requirements and specifications. The contractor may be required to provide on-site technical support to EPA at designated laboratories or sites.

Deliverables:

Critical technical review of documents that include and relate to the ecological risk assessment for hazardous waste sites as defined in the guidance documents and the TDFs issued by EPA.

The contractor shall prepare and submit to the TOPO the QAPPs or S&A Plans in the format specified in the guidance documents and/or submit findings of the reviews as defined in the TDF.

The contractor shall provide R4LIMS data entry support for completed data packages in a timely manner as specified in the TDFs.

The contractor shall submit to the applicable TOPO and/or project officer (PO) documents prepared and a complete report of its review of documents and data performed under this Task Area, in the format specified. This may require the submission of electronic deliverables, data tables, notes of meetings and site visits, and research materials and/or references. The contractor may be required to summarize document revisions. At times, multiple copies of documents/deliverables may be required. The contractor shall revise and resubmit documents in accordance with EPA requirements specified in the TDF.

Attachment 1

Contract # 68-W-01-009 RCRA Analytical Support Period of Performance 2/15/2003 - 2/14/2004

Listed below is EPA estimates for the various task areas during the performance period of this Task Order.

Field Support	Number Requested Originally	Additional Number Requested a	Total Requested
Site Visits w/On-Site Support Provided	6	3	9
Equipment/Instrument Load-ins	8	25	33
Equipment/Instrument Load-outs	8	25	33
Site Visits w/FORMS Support Provided	1	8	9
Dăta Review/QA/QC Support	Number Requested	Number Requested	Total Requested
Inorganic Samples Reviewed	20	0	20
Organic Samples Reviewed	20	0	20
Inorganic Digestions	50	25	75

TASK ORDER SOW
Contract: 68-W-01-009, Task Order: 0022

Mercury Analysis	40	20	60
Cyanide Analysis	15	15	30
Organic Extractions	20	10	30
Pesticide/PCB Analysis	20	10	30
Organic Evidentiary Audits Conducted	. 2	0	. 2
Inorganic Evidentiary Audits Conducted	2	0	2
TCLP Extractions	0	10	10

Lead PR Number: PR-R4-03-10076

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Superfund Analytical Suport
Contract: 68-W-01-009, Task Order: 0021, Mod: 0006

Lead PR Number: PR-R4-03-10176

Summary Information

Title:

Superfund Analytical Suport

Period of Performance:

From: 03/01/03

To:

02/29/04 02/28/03

Award Date:

Total Funding:

\$1,452,636.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element		Cost Org	Obj Clss	Amount	/ C
Base	F0R191	03	T	72F	50102D	HQ00LA00		2505	\$92,961.00	P

∇ Funding Breakout

Acct.Info	Funding Category	Amount Redacted
FY2003 - F0R037		Exemption 4, CBI
FY2003 - F0R058	Total: Estimated Cost	\$185,000.00 Redacted Exemption 4, CBI
	Fixed Fee	
	Total:	\$185,000.00
FY2003 - F0R086	Estimated Cost Fixed Fee	Redacted Exemption 4, CBI
	Total:	\$200,000.00
	Estimated Cost . Fixed Fee	Redacted Exemption 4, CBI
	Total:	\$400,000.00
FY2003 - F0R173	Estimated Cost Fixed Fee	Redacted Exemption 4, CBI
	Total:	\$389,675.00
FY2003 - F0R191	Estimated Cost Fixed Fee	Redacted Exemption 4, CBI
	Total:	\$92,961.00

[M] - Modified
[A] - Added

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Superfund Analytical Suport
Contract: 68-W-01-009, Task Order: 0021, Mod: 0006

Lead PR Number: PR-R4-03-10176

Attachments

The following item(s) have been modified:

Document Hours was modified.

AMENDMENT OF SOLICI	TATION/I	MODIFICATIO	N OF CONTRA	СТ	1. CONTR	ACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0005	3.	EFFECTIVE DATE BE Block 16C			TION/PURC	HASE REQ. NO.	5. PROJECT NO. (# applicable)
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8. NAME AND ADDRESS OF CONTRACTOR	No., street, cour	nty, State and ZIP Code)			(√)	9A. AMENDMENT C	F SOLICITATION NO.
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B. THE ABOVE NUMBERED CO appropriation date, etc.) SET FOR	NTRACT/ORI				CHANGES (such as changes in paying offi	
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D. OTHER (Specify type of modification	on and authority	n					
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15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		_	C DATE SIGNED	16B. UNIT	ules ,	S OF AMERICA	16C. DATE SIGNED JUN 3 0 2003
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Contract: 68-W-01-009, Task Order: 0021, Mod: 0005

To:

Summary Information

Title:

Superfund Analytical Suport

Period of Performance:

From: 03/01/03

02/29/04 02/28/03

Award Date:

Total Funding:

\$1,359,675.00

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2003 - FOR037	Estimated Cost Fixed Fee		
	Total:	\$185,000.00	
FY2003 - F0R058	Estimated Cost Fixed Fee		Redacted
	Total:	\$185,000.00	Exemption 4, CBI
FY2003 - FOR086	Estimated Cost Fixed Fee		
	Total:	\$200,000.00	
FY2003 - F0R111	Estimated Cost Fixed Fee		
	Total:	\$400,000.00	
FY2003 - F0R173	Estimated Cost Fixed Fee		
	Total:	\$389,675.00	

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: SHARON R. THOMS 61 FORSYTH STREET, SW 30303--310 ATLANTA, GA

Mail Code:

Phone Number: 404-562-8666

Fax Number: E-Mail Address:

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Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect. 15A. NAME AND TITLE OF SIGNER (Type or prim) 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or prim) CHARLES K. HAYES 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED (Signature of person sutherized to sign) NSN 7540-01-152-8070 STANDARD FORM 30 (REV 10-83) Prescribed by GSA	This modification provides increment	ntal funding in th	ne amount of \$	389,675.				•
and effect. 15A. NAME AND TITLE OF SIGNER (Type or print) CHARLES K. HAYES 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA (Signature of person suthorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) CHARLES K. HAYES 16C. DATE SIGNED 16C. DATE SIGNE	•	,						
and effect. 15A. NAME AND TITLE OF SIGNER (Type or print) CHARLES K. HAYES 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA (Signature of person suthorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) CHARLES K. HAYES 16C. DATE SIGNED 16C. DATE SIGNE	•							
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and effect. 15A. NAME AND TITLE OF SIGNER (Type or print) CHARLES K. HAYES 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA (Signature of person suthorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) CHARLES K. HAYES 16C. DATE SIGNED 16C. DATE SIGNE								
15A. NAME AND TITLE OF SIGNER (Type or print) CHARLES K. HAYES 15B. CONTRACTOR/OFFEROR 15C DATE SIGNED (Signature of person authorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) CHARLES K. HAYES 16C. DATE SIGNED (Signature of person authorized to sign) STANDARD FORM 30 (REV 10-83) Prescribed by GSA		f the document reference	ed in Item 9A or 10A, a	as heretofore	changed, re	emains unchanged and in	fuil force	
CHARLES K. HAYES 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA (Signature of person authorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE CHARLES K. HAYES 16C. DATE SIGNED JUN 2 4 200 (Signature of Contracting Officer) STANDARD FORM 30 (REV 10-83) Prescribed by GSA				16A NAI	ME AND TIT	LE OF CONTRACTING OF	FICER (Type or n	rioù
15B. CONTRACTOR/OFFEROR 15C DATE SIGNED 16B. UNITED STATES OF AMERICA (Signature of person authorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE 16C. DATE SIGNED 16C. DATE	13AL NAME AND THE OF SIGNER (Type of print)			1.00 IAM	AID 1111	3. 00		
15B. CONTRACTOR/OFFEROR 15C DATE SIGNED 16B. UNITED STATES OF AMERICA (Signature of person authorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE 16C. DATE SIGNED 16C. DATE				CHARL	ES K. H.	AYES		
(Signature of person suthorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE Class 1 - Hours (Signature of Contracting Officer) STANDARD FORM 30 (REV 10-83) Prescribed by GSA	15B. CONTRACTOR/OFFFROR	14/	C DATE SIGNED					16C. DATE SIGNED
(Signature of person authorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE (Signature of Contracting Officer) STANDARD FORM 30 (REV 10-83) Prescribed by GSA	VOLUME OF THE PARTY OF THE	"			1	y 11.	1	
(Signature of person authorized to sign) INSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE STANDARD FORM 30 (REV 10-83) Prescribed by GSA					ails.	L. 71000	.]	30N 2 4 200
PREVIOUS EDITION UNUSABLE Prescribed by GSA					(Signature of	Contracting Officer	CTANDADO	
			3 (0-105	•		Prescribed b	y GSA

Superfund Analytical Suport
Contract: 68-W-01-009, Task Order: 0021, Mod: 0004

Lead PR Number: PR-R4-03-10155

Summary Information

Superfund Analytical Suport Title:

Period of Performance: From: 03/01/03 02/29/04 To: 02/28/03

Award Date: \$1,359,675.00 Total Funding:

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element		Cost Org	Obj Clss	Amount	/ C
										-
Base	F0R173	03	T	72F	50102D	HQ00LA00		2505	\$389,675.00	С

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2003 - F0R037	Estimated Cost Fixed Fee	· •	
	Total:	\$185,000.00	
FY2003 - F0R058	Estimated Cost Fixed Fee		Redacted Exemption 4, CBI
	Total:	\$185,000.00	-
FY2003 - F0R086	Estimated Cost Fixed Fee	·	
	Total:	\$200,000.00	
FY2003 - F0R111	Estimated Cost Fixed Fee		
	Total:	\$400,000.00	
FY2003 - F0R173	Estimated Cost Fixed Fee		
	Total:	\$389,675.00	

[M] - Modified
[A] - Added

Attachments

The following item(s) have been modified:

Document Hours was modified.

AMENDMENT OF SOLICITATION	ON/MODIFICAT	ION OF CONTRA	CT	. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DAT		4. REQUISIT	TION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
0003	See Block 16	<u>c</u>	PR-R4-0		
6. ISSUED BY CODE	E		7. ADMINIS	TERED BY (If other than item 6) CODE	
U.S. EPA Region IV Procurement Section 14th Floor Atl 61 Forsyth St., SW Atlanta, GA 30303	anta Federal Co	enter			
8. NAME AND ADDRESS OF CONTRACTOR (No., street	st, county, State and ZIP Coo	(e)		(✓) 9A. AMENDMENT OF	SOLICITATION NO.
6. NAME AND ADDITION OF THE PARTY OF THE PAR	.,	,		·	
INTEGRATED LABORATORY				9B. DATED (SEE ITEM 11)	
SYSTEM			•	35. 54125 (522115211)	
P.O. BOX 13501					
Research Triangle Park (Industrial		•		✓ 10A. MODIFICATION OF	CONTRACT/ORDER
Area), NC 27709				NO.	ч 04
,,				68-W-01-009 TO	
				02/28/03	
CODE FACILITY CODE					
1	1. THIS ITEM ONL	Y APPLIES TO AME	NDMENTS C	F SOLICITATIONS	hadaadad
[] The above numbered solicitation is amended as Offers must acknowledge receipt of this amendment	set forth in Item 14.	ne nour and date specif	nea for receipt	or Oriers [] is extended, [] is no	hade
	urad) priation Data, ir HIS ITEM APPLIES	the attachment	on Page	2. CONTRACTS/ORDERS,	
Į*	MODIFIES THE C	ONTRACT/ORDER N	O. AS DESC	CRIBED IN ITEM 14.	
A. THIS CHANGE ORDER IS ISSUED PU TRACT ORDER NO. IN ITEM 10A	IRSUANT TO: (Specify a	uthority THE CHANGES	SEI FORTHIN	TEM 14 ARE MADE IN THE CON-	
B. THE ABOVE NUMBERED CONTRACT appropriation date, etc.) SET FORTH IN IT	I/ORDER IS MODIFIED EM 14, PURSUANT TO	TO REFLECT THE ADM THE AUTHORITY OF FA	IINISTRATIVE (AR 43.103(b).	CHANGES (such as changes in paying offic	e,
c. THIS SUPPLEMENTAL AGREEMENT		RSUANT TO AUTHORIT	Y OF:		
D. OTHER (specify type of modification and au X FAR 52.232-22 "Limitation of	of Funds"				
E. IIII CITITION CONTROL CONTR		is document and return		to the issuing office.	
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section he	adings, including solicitation/o	contract subject m	atter where feasible.)	
This modification provides increme	ntai funding in	the amount of \$	200,000.	•	
				•	
Except as provided herein, all terms and conditions of	of the document refere	nced in Item 9A or 10A, a	as heretofore o	changed, remains unchanged and in	full force
and effect.		····		E AND TITLE OF CONTRACTING OF	
15A. NAME AND TITLE OF SIGNER (Type or print)			IOA. INAM	L AND THEE OF CONTINUOUS OF	· ····································
				S K. HAYES	
15B. CONTRACTOR/OFFEROR		15C DATE SIGNED	16B. UNI	ED STATES OF AMERICA	_ MAY 1 9 2003
(Signature of person authorized to sign)		L	0-105	(Signature of Contracting Office)	STANDARD FORM 30 (REV 10-83)

NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE

Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0021, Mod: 0003 Lead PR Number: PR-R4-03-10131

Summary Information

Title: Superfund Analytical Suport

Period of Performance: From: 03/01/03 To: 02/29/04

Award Date: 02/28/03

Total Funding: \$970,000.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#		Program Element		Cost Org	Obj Clss	Amount	/ C
Base	F0R086	03	 Т	72F	50102D	HQ00LA00		2505	\$200,000.00	С

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2003 - F0R037	Estimated Cost Fixed Fee		
	Total:	\$185,000.00	
FY2003 - F0R058	Estimated Cost Fixed Fee		Redacted Exemption 4, CBI
	Total:	\$185,000.00	,
FY2003 - F0R086	Estimated Cost Fixed Fee		
	Total:	\$200,000.00	
FY2003 - F0R111	Estimated Cost Fixed Fee		
	Total:	\$400,000.00	

[M] - Modified

[A] - Added

Attachments

The following item(s) have been modified:

Document Hours was modified.

		CONTRACT	1. CONTR	ACT ID CODE F	PAGE OF PAGES
AMENDMENT OF SO	LICITATION/MODIFICATION OF	CONTRACT	UISITION/PURC		5. PROJECT NO. (If applicable)
. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE		4-03-10109	TABE NEW, NO.	,
0002	See Block 16C		MINISTERED BY	If other than item 6) CODE	
. ISSUED BY	CODE				
J.S. EPA Region IV	- Aut to Fordamal Contor				
Procurement Section 14th	Floor Atlanta Federal Center				
51 Forsyth St., SW		1		•	
Atlanta, GA 30303					
3. NAME AND ADDRESS OF CONTRA	CTOR INC. street county, State and ZIP Code)		(1)	9A. AMENDMENT OF	SOLICITATION NO.
B. NAME AND ADDRESS OF CONTRA	510K (101, 21, 201, 201, 201, 201, 201, 201, 2				
INTEGRATED LABORATO	RY		l		
	•••			9B. DATED (SEE ITEM 11)	
SYSTEM P.O. BOX 13501					
	•				DOUT DAOTION DE D
Research Triangle Park (Ir	ndustrial		/	10A. MODIFICATION OF O	CONTRACT/ORDER
Area), NC 27709				68-W-01-009 TO#	21
, , ,			ŀ	10B. DATED (SEE ITEM 13)	
				02/28/03	
CODE FACILITY CODE				<u></u>	
	11. THIS ITEM ONLY APPLIE	S TO AMENDMEN	ITS OF SOLIC	ITATIONS	and and and
(1) The shove numbered solicitation	is amended as set forth in Item 14. The hour as samendment prior to the hour and date specific sometimes of the amendment; (b)	d date specified for r	eceipt of Offers	[] is extended, [] is not	extended.
IN REJECTION OF YOUR OFFER. If by letter, provided each telegram or letter	elegram which includes a reference to the solic E DESIGNATED FOR THE RECEIPT OF OFFERS virtue of this amendment you desire to change makes reference to the solicitation and this ame ON DATA (# required)	endment, and is recei	ved prior to the	opening hour and date spe	cified.
See the section, Accounti	ng/Appropriation Data. In the att	tachment on P	age 2.	ACTS/ORDERS	<u> </u>
	13. THIS ITEM APPLIES ONLY T IT MODIFIES THE CONTRAC	T/ORDER NO. AS	DESCRIBED	N 11 EM 14.	
TRACT ORDER NO. 1					
B. THE ABOVE NUMBER appropriation date, etc.) Si	ED CONTRACT/ORDER IS MODIFIED TO REFLE ET FORTH IN ITEM 14, PURSUANT TO THE AUT	ECT THE ADMINISTRA HORITY OF FAR 43.10	ATIVE CHANGES 33(b).	(such as changes in paying office	
c. THIS SUPPLEMENTA	L AGREEMENT IS ENTERED INTO PURSUANT T	O AUTHORITY OF:			
D. OTHER (specify type of I	modification and authority)				
X FAR52.232-22 "L	imitation of Funds"				
E. IMPORTANT: Contractor [X] is not,		copies to the is		
	ODIFICATION (Organized by UCF section headings, inch	uding solicitation/contract s	ubject matter where	feasible.)	
This modification provide	es incremental funding in the an	nount of \$400,0	000.		
		•			
×					
	and conditions of the document referenced in ite	em 9A or 10A, as here			
and effect. 15A. NAME AND TITLE OF SIGNER	(Type or print)	16A.		ITLE OF CONTRACTING O	FFICER (Type or print)
		СН	ARLES K.		
15B. CONTRACTOR/OFFEROR	15C C	ATE SIGNED 16B.		TES OF AMERICA	16C. DATE SIGNED
ISB. CONTRACTOROFF ENON		. 1	Laller	K. Haves	_ APR @ 8 200
(Signature of person authorized	to sign)		(Signature	of Contracting Officer	
NSN 7540-01-152-8070		30-105		•	STANDARD FORM 30 (REV 10-83) Prescribed by GSA
PREVIOUS EDITION UNUSABLE					FAR (48 CFR) 52.243

Superfund	Analytica	l Suport
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Contract: 68-W-01-009, Task Order: 0021, Mod: 0002 Lead PR Number: PR-R4-03-10109

Summary Information

Title:

Superfund Analytical Suport

Period of Performance:

From: 03/01/03

02/29/04

Award Date:

02/28/03

Total Funding:

\$770,000.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#		Program Element		Cost Org	Obj Clss	Amount	/ C
Base	F0R111	03	T	72F	50102D	HQ00LA00		2505	\$400,000.00	С

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2003 - F0R037	Estimated Cost Fixed Fee		
	Total:	\$185,000.00	Redacted
FY2003 - F0R058	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$185,000.00	
FY2003 - F0R111	Estimated Cost Fixed Fee		
	Total:	\$400,000.00	

[M] - Modified
[A] - Added

Attachments

The following item(s) have been modified:

Document Hours was modified.

AMENDMENT OF SOLIC	CITATION/MODIFICATION	ON OF CONTRA	CT	1. CONTR	ACT ID CODE	PAGE OF P	AGES
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE See Block 16C				HASE REQ. NO.	5. PROJEC	CT NO. (If applicable)
6. ISSUED BY	CODE						
U.S. EPA Region IV Procurement Section 14th FI 61 Forsyth St., SW Atlanta, GA 30303	oor Atlanta Federal Cer	nter					
8. NAME AND ADDRESS OF CONTRACTO	R (No., street, county, State and ZIP Code)		_L	(√)	9A. AMENDMENT OF	SOLICITATI	ON NO.
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501					9B. DATED (SEE ITEM 11)		
Research Triangle Park (Indu Area), NC 27709	strial			7	10A. MODIFICATION OF NO. 68-W-01-009 TO: 10B. DATED (SEE ITEM 13)	# 21	ORDER
					_02/28/03		
CODE FACILITY CODE	11. THIS ITEM ONLY	ADDI IES TO AME	NOMENTS	OF SOLIC	ITATIONS		
[] The above numbered solicitation is an	nended as set forth in item 14. Th	e hour and date specif	ied for recein	t of Offers	[] is extended. [] is no	t extended.	
MENT TO BE RECEIVED AT THE PLACE DE IN REJECTION OF YOUR OFFER. If by virtuletter, provided each telegram or letter make 12. ACCOUNTING AND APPROPRIATION D. See the section, Accounting/	e of this amendment you desire to es reference to the solicitation and ATA (If required)	the attachment ONLY TO MODIFIC NTRACT/ORDER	on Page ATIONS OF	2. CONTRA	pe may be made by telegic pening hour and date spe CTS/ORDERS, N ITEM 14.	am or cifled.	
TRACT ORDER NO. IN ITE		O REFLECT THE ADM	INISTRATIVE			·,	
	REEMENT IS ENTERED INTO PURS						
D. OTHER (Specify type of modific	ation and authority)						
X FAR 52.232-22 "Limi	tation of Funds"		- ·				
E. IMPORTANT: Contractor [X] is no				s to the issu			
14. DESCRIPTION OF AMENDMENT/MODIFI Incremental funding in the an The contractor shall not exce	nount of \$185,000.00 is	hereby added.	. This bri	nation where le	esible.) total incrementa	l funding	to \$370.000.00.
•							
Except as provided herein, all terms and co and effect.	nditions of the document referenc	ed in Item 9A or 10A, a	s heretofore	changed, re	mains unchanged and in	full force	
15A. NAME AND TITLE OF SIGNER (Type of	or print)		ı		LE OF CONTRACTING OF	FICER (Type o	r print)
	г.		CHARL				16C. DATE SIGNED
15B. CONTRACTOR/OFFEROR		5C DATE SIGNED	16B. UNI	larles	S OF AMERICA Louis Contracting Officers	-	MAR 1 3 200
(Signature of person authorized to sign NSN 7540-01-152-8070	<u>. </u>	30)-105	(Signeture of		STANDAR	D FORM 30 (REV 10-83)
PREVIOUS EDITION UNUSABLE	·	•				Prescribed	

Contract: 68-W-01-009, Task Order: 0021, Mod: 0001 Lead PR Number: PR-R4-03-10090

Summary Information

Title:

Superfund Analytical Suport

Period of Performance:

From: 03/01/03

To:

02/29/04

Award Date: Total Funding: 02/28/03 \$370,000.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element		Cost Org	Obj Clss	Amount	/ C
Base	FORO58	03	T	72F	50102D	HQ00LA00		2505	\$185,000.00	c

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2003 - F0R037	Estimated Cost . Fixed Fee		Redacted
	Total:	\$185,000.00	Exemption 4, CBI
FY2003 - F0R058	Estimated Cost Fixed Fee		
	Total:	\$185,000.00	

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: DANIEL N. ADAMS COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8819

Fax Number: E-Mail Address:

Contract: 68-W-01-009, Task Order: 0021, Mod: 0001 Lead PR Number: PR-R4-03-10090

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: FRANK R. ALLEN COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8808

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ALAN G. AUWARTER COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8704

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: DEBORAH A. COLQUITT COLLEGE STATION RD

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8804

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ROBERTA HOWES COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8813

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ARCHIE L. LEE COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8623

Fax Number: E-Mail Address:

Contract: 68-W-01-009, Task Order: 0021, Mod: 0001 Lead PR Number: PR-R4-03-10090

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: DENNIS G. REVELL COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8807

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: HERBERT L. REVELLS COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8840

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: JENNY L. SCIFRES COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8812

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: JOHN W. THOMASON COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8771

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: FRANCINE VANCURON COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8822

Fax Number: E-Mail Address:

Superfund Analytical Suport
Contract: 68-W-01-009, Task Order: 0021, Mod: 0001 Lead PR Number: PR-R4-03-10090

Attachments

The following item(s) have been modified:

Document Hours was modified.

Document Invoice Approval Authority was modified.

Invoice Approval Authority
Contract: 68-W-01-009, Task Order: 0021, Mod: 0001

Lead PR Number: PR-R4-03-10090

Not withstanding the appointment of Alternate Task Order Project Officers, only the Contract level Project Officer and Alternate shall have invoice approval authority.

	OR	DER FOR	SUPPL	IES OR SI	ERVIC	ES				PA	NGE OF		PAGES
	Mark all packages a	nd papers with 2. CONTRACT	contract	and/or order	number	s.			6. SHIF	70			
1 PAR OF OR	² 2003	68-W-01-0	009	"	a. NAM	E OF CO	NSIGN	EE		10.			
3. ORDER NO. 0021		4.REQUISITION PR-R4-03						RCH, 1	1000				
5. ISSUING OFF	ICE (Address correspond		10000		-Corre	EET ADD GE STAT	ION R	D					
U.S. EPA F	Region IV				c. CITY ATHI					d. G	STATE A	6. ZIP C 3061:	
	7.	TO:			i. SHIP							-	
a. NAME OF CO	NTRACTOR ED LABORATOF	RY SYSTEM	1		-				TYPE OF	OBDE	•		
b. COMPANY NA			•		+			·-···	T		• .		
c. STREET ADD					REFER	a. PURCH IENCE YO	HASE DUR:		[X		TASK Except to	or billing	this task
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Prescribed by GSA/FAR 48 CFR 53.213(e)

Superfund Analytical Suport

Contract: 68-W-01-009, Task Order: 0021

Summary Information

Superfund Analytical Suport

Period of Performance: From: 03/01/03 To: 02/29/04 Award Date:

Total Funding:

\$185,000.00

Accounting/Appropriation Data

POP	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P C
Base	F0R037	03	T	72F	50102D	HQ00LA00		2505	\$185,000.00	ċ

Funding Breakout

Acct.Info Funding Category Amount

FY2003 - F0R037 Estimated Cost Redacted
Fixed Fee Exemption 4, CBI

Total: \$185,000.00

Procurement Management Roles

TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: MICHAEL H. BIRCH COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8552 Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: LINDA P. KIDD COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8623

Fax Number: E-Mail Address:

Attachments

Subcontractor Consent

Name Type Amount
MANTECH ENVIR. Cost-Plus-Fixed-Fee \$301,745.00

Task Order Totals

Category POP Amount

Estimated Cost Base Pd. Exem

Redacted Exemption 4, CBI

Lead PR Number: PR-R4-03-10080

Page: 2

Lead PR Number: PR-R4-03-10080

Statement of Work Task Order No. 21 Superfund Analytical Support Period of Performance 3/1/2003 - 2/29/2004 January 10, 2003 (8:28PAM)

PURPOSE

The purpose of this Task Order (TO) is to provide Superfund analytical support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support and Task Area III: Analytical Logistical Support. See Attachment 1 Estimated Number of Samples and Analysis for Region 4's expected number of requests for each Task listed below.

STATEMENT OF WORK:

The contractor shall provide analytical chemistry, biological, field sampling and analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

TASK 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5. Program management costs shall be identified from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with monthly reports of the above-referenced data.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this Task through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate, complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor revise its QMP and QAPP to reflect any new changes in operation or new requirements or implement an EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2 and requirements outlined in EPA QA-R5.

Lead PR Number: PR-R4-03-10080

The contractor shall implement or revise an existing Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables:

The contractor shall submit to the PO/TOPO all reports defined in the SOW (Attachment 2, Reports of Work Page 2-1 of 5) and monthly status reports under this TO.

The contractor shall submit to the PO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Environmental Sample Analysis:

The contractor shall prepare and/or analyze environmental samples consisting of a variety of media for chemical contaminants including, but not limited to, pesticides/PCBs, volatiles and semivolatile organic compounds; cyanide, metals, nutrients and other inorganic analytes.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the most current guidence documents: Environmental Investigations Standard Operating Procedures and Quality Assurance Manual, (EISOPQAM), Analytical Support Branch Operations and Quality Control Manual, and Ecological Assessment Branch Standard Operating Procedures. These documents are available through the Internet at the following address: http://www.epa.gov/region4/sesd/sesdpub_guidance.html.

The contractor shall perform all extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

<u>Deliverables:</u> The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

Task 3: Biological Support:

The contractor shall perform the following biological activities listed in **B. Biological Support:** of the contract SOW in accordance with the latest U.S. EPA Region IV Ecological Assessment Branch Standard Operating Procedures, and Region IV Standard Operating Procedures for Toxicity Testing Hazardous Waste Assessments.

The contractor shall provide acute and chronic toxicity tests with Ceriodaphnia, fathead minnows, lettuce, earth worms,

Lead PR Number: PR-R4-03-10080

amphipods, algal, Microtox, and/or other organisms on samples collected at Superfund or other sites. Perform activities necessary for the culturing and maintenance of biological test organisms to assure an adequate, viable supply of the organisms for biological/microbiological testing at the EPA Regional laboratory. The contractor shall obtain new test organisms in order to maintain existing laboratory cultures. Perform culturing activities in accordance with established, approved or regulated methodologies and laboratory SOPs specified in the TO or through TDFs. Collect bioassay samples and/or organisms at specified sites. Perform on-site toxicity testing, algal growth potential and other bioassessment procedures, or endangered species assessments.

The contractor will be tasked to develop documents that include screening assessments, problem formulation sampling and analysis plans and quality assurance project plans and risk characterizations for ecological risk assessment.

The contractor will be required to collect biological samples such as mussels, crabs, fish, reptiles and amphibians at Superfund sites. This would also include sample processing such as tissue homogenization and sample shipping.

The contractor will provide analysis of soils/sediments for particle size analysis, total organic and inorganic matter, total organic carbon and other physical/chemical parameters.

The contractor shall perform other analytical/biological support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall perform QA/QC analysis with all the above mentions analytical and field tasks.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF. The contractor shall submit any revised SOPs with the test report.

The contractor shall perform the culturing and maintenance of biological test organisms including QC to assure an adequate, viable supply of the organisms for biological testing.

The contractor shall obtain new test organisms in order to maintain existing laboratory cultures.

The contractor shall provide forms and laboratory log books for all recordings including QA/QC documentation required by the SOPs and TDFs, and daily calibration of laboratory instruments.

The contractor shall provide monthly reports and related QC for Standard Reference Toxicity Tests (chronic and acute). Raw and QC data shall be included in the reports as specified in the SOPs, TOs or TDFs.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor shall perform the following field activities in accordance with the previous reference guidance documents.

Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container

preparation to meet with QA/QC checks and requirements.

Provide field investigation vehicle loading/unloading support. Receives equipment load out requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed.

Maintain Field Equipment Center (FEC) in a neat and organized manner and track the inventory of supplies in a computer database for tracking consumables for field projects.

Provide routine field and laboratory instrument/operator maintenance incidental to other assigned tasks including log in of maintenance and calibration records.

Lead PR Number: PR-R4-03-10080

Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.

Provide field and analytical support. Conduct pH, DO, turbidity, temperature, conductivity, water level measurements and similar testing and air monitoring. Collect and preserve water, soil/sediment, waste, and leachate samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of field equipment

Precisely locate and document sampling sites and features at hazardous waste and other sites. GPS coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.

Provide field sampling support by operating EPA drill rig equipment and other specialized equipment as

specified in the contract SOW.

Provide Field Analytical Screening Project (FASP) analysis support. Support will include conducting a variety of organic and inorganic chemical analyses using equipment listed in the SOW Attachments 3, 4, 5. Analytical support may be provided at both fixed and field laboratory sites.

- Provide for operation, management, and maintenance of mobile laboratories listed in the GFP. Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
- Process and enter analytical data and its associated location information into a GIS or EMAP environmental system, necessary to display analytical data source maps and tables. Generate source maps using ARCINFO, AUTOCAD, or other commercially available software.
- Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);
- Package and ship field samples, including document management, and return coolers.

Frequent travel within Region IV is required. The contractor will coordinate with Project Leaders for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/ManTech.

Deliverables: The contractor shall prepare and submit reports associated with the above list of tasks as per F. Deliverables in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

Deliverables: The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

<u>Deliverables:</u> The contractor shall prepare and deliver to the PO and TOPO a summary of information provided under each TDF within five (5) days of completion.

Task 7: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the

WORK ORDER SOW

Contract: 68-W-01-009, Task Order: 0021

Lead PR Number: PR-R4-03-10080

nature of and schedule for training.

Task 8: Sample Custodian and File Manager:

The contractor shall perform sample custodial duties at SESD for Superfund environmental samples in accordance with the SOPs specified above. The contractor shall receive FASP environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS and refrigerator/ freezer log and store the samples in the appropriate refrigerators, freezers, or shelves for air canisters. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

<u>Deliverables:</u> The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with SOP requirements.

Lead PR Number: PR-R4-03-10080

Attachment 1 Contract # 68-W-01-009 Year 3

Listed below is EPA estimates for the various task areas during the performance period of this Task Order.

Organic Analyses

Type Organic Analyses:	Superfund Program
VOA (Prep)	250
VOA Analysis	300
Encore Analysis	100
PEST Analysis	700
PEST (DDTRS)	40
BNA	25
Total Organic Support	1415

Extractions Year 3

Extractions	Superfund Program 🚐 🐁
Semivolatiles or BNA	500
Pesticides/PCB	800
Total Extractions	1300

Air Support Year 3

Air Support Areas	Superfund Program
PUF/XAD	100
PUF/XAD (Cleaned)	100
Cut Hi Vol Filters	100
Total Air Support	300

FASP Analyses Year 3

Type FASP Analyses	Superfund Program
FASP (XRF/Niton) Site Support	10 sites 600 samples
FASP (Sulfide)	50
FASP (DO)	50
FASP (Fe+2)	50
FASP (Hardness)	. 25
FASP (Alkalinity)	50
FASP Mercury	30
Total FASP Support	265

WORK ORDER SOW
Contract: 68-W-01-009, Task Order: 0021

Inorganic Analyses Year 3

Type Inorganic Analyses	Superfund Program
Metals Digestion	650
Percent Moisture	450
Mercury	450
Cyanide	50
Turbidity	150
TCLP	10
Total Phorphorus	80
TDS	20
TSS	35
TOC/DOC	35
Pipette Calibrations	210
Nitrate-Nitrite	75
Sample Disposals	2,400
Digestate Disposals	2,400
Total Inorganic Analyses	3 7015

WORK ORDER SOW
Contract: 68-W-01-009, Task Order: 0021

Field Analytical Support Year 3

Field Analytical Support Areas	Superfund Program
Site Visits w/on-site support provided	60
Site Visits w/FORMS support provided	50
Items Deconned	12,000
Load-Ins	60
Load-Outs	60
Pick-up/Deliveries	200
Vehicles Deconned	130
Batteries Charged	250
Total Field Analytical Support	12810

Biology Support Year 3

Biology Support	Superfund Program :
Ecological Field Recon Site Visits	3
Macroinvertebrate Sorting and ID	2
Samples for Toxicity Testing	30
Samples for Laboratory Bioaccumulation Testing	30
Ecological Risk Assessment Document Preparations	2
Biological Field Collections	5
Laboratory Biological Support (tissue grinding)	8
Ecological Document Reviews	6
Total Biology Support	86

Invoice Approval Authority
Contract: 68-W-01-009, Task Order: 0021

Lead PR Number: PR-R4-03-10080

Not withstanding the appointment of Alternate Task Order Project Officers, only the Contract level Project Officer and Alternate shall have invoice approval authority.

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Analytical Support PM2.5
Contract: 68-W-01-009, Task Order: 0020, Mod: 0001

Summary Information

Analytical Support PM2.5 Title:

From: 01/01/03 Period of Performance: To: 02/28/04

Award Date: 12/31/02 \$258,266.00 Total Funding:

Accounting/Appropriation Data

The following item(s) have been added:

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Funding Breakout

Acct,Info	Funding Category	Amount	
FY2003 - PM3003	Estimated Cost Fixed Fee		Redacted
	Total:	\$35,000.00	Exemption 4, CBI
FY2003 - PM3008	Estimated Cost Fixed Fee		
	Total:	\$223,266.00	

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Analytical Support PM2.5

Contract: 68-W-01-009, Task Order: 0020 Lead PR Number: PR-R4-03-10051

Summary Information

Title: Period of Performance:

Analytical Support PM2.5 From: 01/01/03 To: 02/28/04

Award Date: Total Funding:

\$35,000.00

Accounting/Appropriation Data

POP	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	/ C
Base	PM3003	03	E1C	53P2	10102APM	00000000		4183	\$35,000.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2003 - PM3003	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$35,000.00	

Procurement Management Roles

TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: MICHAEL H. BIRCH COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: LINDA P. KIDD COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8731

Fax Number: E-Mail Address:

Deliverable Items

SCHEDULE FOR LOCATION:

Attachments

Attachment Name PM2.5 Statement of Work Hours & Fee Billing Invoice Approval Authority **Analytical Support PM2.5**

Contract: 68-W-01-009, Task Order: 0020 Lead PR Number: PR-R4-03-10051

Subcontractor Consent

Name Type Amount

MANTECH ENVIR. Cost-Plus-Fixed-Fee \$115,775.00
BRACK ROWE Firm Fixed Price \$13,442.00

Task Order Totals

Category POP Amount

Estimated Cost Base Pd. Redacted Fixed Fee Base Pd.

Exemption 4, CBI

Page: 3

ESAT Task Order Document No. 20 Analytical Support PM_{2.5} FRM Performance Evaluation Program Field/Laboratory Support Services Period of Performance 1/1/2003 - 2/28/2004 December 10, 2002 (3:35PM)

PURPOSE

The purpose of this Task Order (TO) is to continue the Federal Reference Method (FRM) performance evaluation on established ambient air field instruments used to monitor particulates with an aerometric diameter of 2.5 microns or less (PM_{2.5}).

The contractor shall perform and provide field support to EPA Region 4 and laboratory support services to the EPA Region 1, 2, 3, 4, 6 or other government entities under the provisions of the Statement of Work (SOW) Task Area I, Section A, C, D and E, Task Area III, Task Area IV, Task Area V and other applicable support functions, including equipment maintenance and repair and health & safety and environmental compliance activities outlined in the SOW and Standard Operating Procedures (SOP) listed later in this document. The Contractor shall perform site or project specific work as described below or on Technical Direction Forms (TDFs) at any time during the duration of the TO. The contractor shall prepare and perform quantitative analyses of samples as described in the contract SOW (Task Area I, Section A, C, D and E). In addition, the contractor shall manage and control sample log-in, sample tracking, chain-of-custody, maintain databases, prepare bench sheets, prepare backlog reports and track sample analysis projections for the analyses ordered by this task order or subsequent TDFs for samples received from field activities in EPA Regions 1, 2, 3, 4, 6 or other government agencies. This function is described in the contract SOW Task Area III.

The contractor shall provide all labor, equipment (accept on GFP list), maintain all equipment, consumables, supplies, and material necessary to accomplish the task order. See the section on SOPs and Guidelines Available to the Contractor.

STATEMENT OF WORK:

TASK 1: Task Order Management:

The contractor shall track the status of tasks and labor hours and charges for each task under this TO, including site-specific projects, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with reports of the above-referenced data at a minium of monthly.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO and Attachment 2 of the contract SOW through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO or utilized a QMP & QAPP

Lead PR Number: PR-R4-03-10051

previously approved. The contractor shall revise its QMP and QAPP to meet appropriate changes in its operations. or in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement or follow an approved health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables:

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO reports of the status of tasks and costs under this TO. The reports shall be submitted on a weekly basis for the preceding week period or an agreed upon frequency.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan or modifications to a previously approved plan within the time frame specified in the approved Work Plan for this TO.

TASK 2: Field Implementation Support:

The contractor shall perform all field activities utilizing the field methods, as specified in the SOPs listed at the end of this task, under the heading, "Documentation." A brief description of the field activities is given below:

- The contractor shall ensure that all personnel performing work under this task have received appropriate training and have been certified by EPA to perform field activities under this task. Details concerning training and certification are provided in Task 7 of this TO.
- The contractor shall receive sample filters from the National Filter Distribution Program and store them appropriately until use.
- The contractor shall transport a portable PM_{2.5} Federal Reference Method (FRM) performance evaluation sampling device to an established PM_{2.5} site, assemble the instrument, collocate the sampler, perform verifications (calibration, if necessary,) install a filter and operate the instrument at the same 24-hour sampling mode (midnight to midnight) as the routine instrument. If scheduling allows, the operator will leave this location to set up an additional 24-hour performance evaluation sampling device (midnight to midnight) at another routine sampling location. If the schedule does not allow for another set up, the operator may perform additional activities specified in the TO or TDF. The contractor shall return to each site after the 24-hour sampling time, download the stored electronic monitoring data and record any additional required field information, remove and properly store the filter for transport, and disassemble the instrument. The contractor shall properly package the filter, the appropriate electronic data and hardcopy forms for transport to the predetermined EPA Regional laboratory.

Field sites and tasks at those sites will be assigned to the contractor for field support by means of TDFs issued and approved by the TOPO and PO. The contractor may be required to attend meetings or conference calls with the TOPO and state personnel for planning and coordinating field activities. All work shall be completed in accordance with the instructions of the TDFs, including all referenced SOPs and documentation. No deviations from the required work or SOPs, instructions, or other procedures specified in TDFs, shall be made without prior receipt of alternate technical direction issued in accordance with the contract.

As part of the routine field activities associated with set up of the portable PM_{2.5} FRM performance evaluation sampling device, the contractor shall make observations of the physical characteristics of the monitoring location and fill out a "Site Evaluation Checklist." The contractor should note that each monitoring location will be visited four times annually. The checklist is required for each visit. Photographs may be required.

The contractor shall perform field QA/QC related activities as associated with this task, such as testing and calibration of samplers and ancillary equipment, calibrations, collocations, implementing field blanks, review of field data, entry of

data into logbooks, preparation of chain-of-custody reports and deliverables, as specified in TDFs.

It is anticipated that the above field activities shall be performed at approximately forty three (43) sites (169 site visits) throughout Region 4 on an annual basis. See Attachment PM2.5 Federal Reference Method Performance Evaluation Schedule for 2003 sites. Quarterly collocation studies of each of eight samplers shall be performed in accordance with the above-referenced requirements for an approximate three-day period.

Documentation:

SOPs and Guidelines Available to the Contractor:

ESAT shall perform activities under this task in accordance with the methods described in the following documents, except when alternative procedures are specified in TDFs:

▶ PM_{2.5} FRM Performance Evaluation Program for Field Standard Operating Procedures

This SOP pertains to the following subject areas:

- site visit scheduling
- equipment inventory and maintenance
- filter receipt (from lab)/ storage/tracking
- chain-of -custody
- calibration/verification
- monitor set-up/filter installation
- filter removal/storage/shipping
- data download/storage/transfer
- QA/QC
- monitor disassembly/packing
- documentation /filing/records
- PM_{2.5} FRM Performance Evaluation Program Laboratory Standard Operating Procedures
- ► Implementation Plan: PM_{2.5} Federal Reference Method Performance Evaluation Program
- Quality Assurance Guidance Document 2.12: Monitoring PM_{2.5} in Ambient Air Using designated Reference or Class I Equivalent Methods
- PM₂, FRM Performance Evaluation Program Quality Assurance Project Plan
- Monitor-specific operating manuals

Each of the documents listed above is available through the Internet at the following address:

www.epa.gov/ttn/amtic/pmqa.html

Deliverables

The contractor shall submit interim and/or final deliverables as specified below for each assigned project:

Filters and appropriate data, field forms, and chain of custody forms shall be completed in accordance with the instructions contained in the above-referenced SOPs and shipped within eight (8) hours of filter retrieval via overnight delivery service to the EPA Region 4 laboratory facility, or as specified in TDFs. A field package consisting of electronic sampler data, field sheets, field notes (copy), and chain-of-custody forms (copy) shall be delivered to the PO and TOPO. Documentation to be included in the deliverables package may be specific to the site or the support requested and will be detailed in the TDFs or referenced SOPs. Contractor personnel must sign and date all field sheets, field logbooks, and chain-of-custody forms.

On a weekly basis, the contractor shall submit to the PO and TOPO a field status report, indicating the work completed during the prior week. In addition, the report should note any problems found with implementation, equipment, or supplies during the week.

PM2.5 Statement of Work

Contract: 68-W-01-009, Task Order: 0020

Lead PR Number: PR-R4-03-10051

A completed "Site Evaluation Checklist" should be submitted to the TOPO within two weeks of the site reconnaissance.

Any photographs requested should be submitted to the TOPO within two weeks of the site reconnaissance. Each photograph must be clearly identified with the date and time the photo was taken, the monitoring location depicted in the photo, and the view represented in the photo. The contractor should carefully store all photographic negatives, so that additional prints may be supplied if requested by EPA.

The contractor shall provide and maintain the consumable inventory and all equipment provided in the GFP attachments of the contract SOW. The consumables are referenced in the following sections of

FRM PEP field SOP Section 2, Table 2-1 PEPF-2.01

Impactor Oil Impactor filters (37 mm diameter glass fiber) Min/Max Thermometers Cold Packs (ice substitutes) electric Transport coolers Silicone grease Cellular phones
Wooden Shims for leveling the samplers Tools box with assorted tools, screws, nuts and bolts, measuring tapes (metric) Flashlight batteries Tie down cables/cords, etc.. Tie wraps Duct tape Hand calculator Spare O-rings Spare sampler batteries Fuses Spare in-line filters Spare impactor(s) Low-lint lab wipes Antistatic 9"x12" bags Soft brush Deionized water Isopropyl alcohol Penetrating oil Lint-free pipe cleaners Safety in, dental picks Lint-free cotton-tip swabs

PM2.5 Task 3 Laboratory Analysis Support

In support of the FRM Performance Evaluation Program the contractor shall prepare sample filters and perform gravimetric analyses of approximately 1657 particulate filters during the period of 1/01/2003 through 1/31/2003, utilizing the analytical methods specified in the SOPs and the Quality Assurance Plan, indicated in the <u>Purpose</u>. Analyses may also include QA/QC samples. See Attachment Two PM2.5 Eastern Region, Projected Filter Use for 2003. All work is to be completed in accordance with the SOPs and any modifications specified by TDF. The contractor shall perform all laboratory activities utilizing the laboratory methods as specified in the SOPs for this activity.

The contractor shall ensure that all personnel performing work under this TO have received appropriate training and have been certified to perform laboratory activities under this Task. Details concerning training and certification are provided in <u>Training</u> section of this Task Order.

Pre-sampling Activities

Filters will be received from EPA by on the schedules as supplied by the Regions and examined for integrity based upon EPA approved SOPs.

Filters will be equilibrated and weighed according to SOPs, and entered into the PE database.

Filters will be prepared for field activities or stored according to SOPs.

- The laboratory will develop and maintain an inventory of shipping supplies which would include containers, cold packs, max/min thermometers, and chain-of-custody requirements/documentation.
 - Filters will be received in the laboratory, checked for integrity (damage, temperature, etc.) and logged in.
- Filters will be maintained in the weighing lab until needed to fill a request.
 - Filter batches will be equilibrated for a minimum of 24-hours (per SOPs).
- Filters will be weighed according to SOPs and data entered.

Post-Sampling Activities

Filters will be refrigerated (< 4°C) until an appropriate number is ready for batching.

Filter batches will be brought into weighing facility and equilibrated for a minimum of 24-hours (per SOPs). Filters will be weighed according to SOPs and data entered.

Field/lab data will be entered into data entry system in order to calculate a concentration. Required data will be transferred to the AIRS database.

Filters will be stored in archive for one year at 4°C and two years at ambient room temperature.

The contractor shall perform QA/QC related activities as associated with this task, such as calibrations, implementing blanks, duplicates, and QC checks, review of data and control charts, logbooks, chain-of-custody reports and deliverables.

Deliverables for Laboratory Support:

Sample filters will be delivered to the proper holding area or analyst as specified. Lab bench sheets/entry forms must be delivered and must indicate all appropriate procedures, weights, volumes, and standards used (lot numbers, traceability of standards must be in lab notebooks), times started and completed. The contractor personnel must sign and date all bench sheets or lab notebooks as specified in the SOPs.

After completion of a sample batch, the contractor shall submit the completed preparation or analysis record package to the TOPO. Documentation to be included in the deliverables package will be as specified in the SOPs.

Upon receipt of samples, the contractor will inform the TOPO of any problems with sample integrity, sample condition, or accompanying sample paperwork. The TOPO will evaluate the problem and provide alternate technical direction, if needed.

On a weekly basis, submit to the TOPO, a lab status report for samples, indicating the work completed, work pending and estimated completion dates for active projects. In addition, note any problems found with equipment or supplies during the week.

For each batch of samples the submission of deliverables will be required as listed below:

Filters and accompanying field paperwork will be shipped directly to the laboratory by field personnel. Upon completion of a batch analyses, a laboratory package consisting of electronic sampler data, field sheets/notes, chain-of-custody forms and laboratory documentation shall be

The inventory of consumable equipment expected to be purchased by the contractor is listed in the following sections of the SOPs: FRM PEP Lab SOP Section 3 PEPL-3.01

Chart paper and pens cleaning supplies Antistatic bags 3"x5' and 9"x12" re-closeable Powder-free antistatic gloves **Polonium Strips** Petri-Slides Staticide Alcohol Low-lint wipes Diskettes Tacky Mats Printer Cartridges AA batteries

Lead PR Number: PR-R4-03-10051

Light table bulb

PM2.5 Task 4 QA/QC Support and Other Related Activities

The contractor shall perform the following QA/QC support and other related activities:

Filter Tracking- The contractor shall track filters shipped to and received from the field and track samples through the analytical process.

SOPs- As specified by the TDF or on an annual basis, the contractor shall review all SOPs guidance documents and protocols used by the contractor for the performance of work specified in the Laboratory and Field Support of this Task Order and provide comments.

In addition, the contractor shall be required to perform laboratory-related activities which are necessary to support EPA QA requirements consistent with this contract SOW such as analyses of QA/QC samples and statistical analyses of analytical results. Specific instructions will be given by TDF.

Deliverables for QA/QC Support and Other Related Activities:

The contractor shall submit to the PO and TOPO by December 31, 2003, or in accordance with a TDF, a list of any proposed changes to the field and laboratory SOPs and QAPPs. The list shall include the most recent date and version of the documents and the most recent date of review by the contractor.

The contractor shall submit to the PO and TOPO a weekly report of filter receipt and shipment for the prior week.

PM2.5 Task 5 Administrative Management Activities

This task order is a "buy-in" funded by OAQPS (103 Grant) monies. This task order's costs shall be tracked separately and the internal, administrative and management activities necessary to effectively perform the services required by this support shall be included in these costs. The contractor shall break out from their monthly activity report the description of work accomplished under this TO and deliver a copy of it to the PO.

Deliverable for Administrative:

Monthly financial and status reports shall be delivered to PO with the monthly contract reports.

Pm2.5 Task 6 Maintenance and Repair of Facilities and Equipment and Health & Safety and Environmental Compliance Activities

Laboratory Support:

The Contractor shall maintain the laboratory facility by performing routine instrument and equipment maintenance, calibrations and certifications (per SOP), cleaning and preparation of glassware and equipment, and sample custodial duties.

The Contractor shall fulfill all SHEMP health & safety and environmental compliance responsibilities related to the fixed or mobile laboratories, including inspection of fume hoods, attainment and maintenance of required certifications, maintenance of fire extinguishers, etc.

Field Support:

The contractor shall assure the availability of an appropriate vehicle(s) to perform all required activities of this Task Order. The contractor shall maintain the equipment, including the support vehicles, in road-ready condition to allow deployment for field projects on a continuous basis. Example activities include: maintenance and repairs to the vehicles such as tune-ups, tire, fluid and other routine checks; installation of instruments and gases; and electrical repairs. The contractor shall perform routine field instrument and equipment maintenance, calibrations, verifications and certifications, cleaning and preparation of equipment, and sample custodial duties, minor repairs and sampler overhauls in accordance with applicable SOPs. The contractor shall maintain a continuous repair and maintenance log for each portable sampler.

Deliverable for Maintenance, Health & Safety and Environmental Compliance Activities:

PM2.5 Statement of Work

Contract: 68-W-01-009, Task Order: 0020

Lead PR Number: PR-R4-03-10051

Laboratory maintenance and health and safety and environmental compliance shall be included in the monthly status reports.

The contractor shall keep a repair and maintenance log for each vehicle and portable sampler. On the 10th of each month, the contractor shall submit to the TOPO, a photocopy of the previous month's entries into the repair and maintenance log for each piece of equipment.

PM2.5 Task 7 Training:

The contractor shall ensure that all employees performing work under this TO have been provided any and all health & safety training required by law or regulation, or EPA regional policy.

EPA requires that all personnel performing laboratory work under this task order must receive specific training covering all aspects of the analytical work, including associated QA/QC activities. The contractor will be required to send all personnel anticipated to be assigned to this task order to one of the national training sessions. Upon successful completion of the training program, personnel will be certified to perform analytical work under this task order. No personnel may perform analytical work under this Task Order without prior certification by EPA.

In the event of personnel changes, the contractor should contact the TOPO to arrange for training and certification of new personnel.

The contractor may also be directed by TDF to attend other training such as operation/maintenance training for specialty equipment and instruments, or other EPA specific training required to perform tasks under this task order.

ATTACHMENT PM2.5 Federal Reference Method Performance Evaluation Schedule 2003 Scheduled Sites

43 Audit Sites - January 1 - December 31, 2003

Alabama 6 Sites

Montgomery Dothan Phoenix city Birmingham Jasper Pelham

Florida 8 Sites

Pensacola (4) Pinellas Clearwater Tampa (2)

Georgia 6 Sites

Savannah (2) Brunswick Columbus (2) Albany

Kentucky 3 Sites

Louisville Covington Ft. Thomas

Mississippi 4 Sites

Natchez Vicksburg Cleveland Jackson

North Carolina 9 Sites

Spruce Pine Gastonia Hickory

Charlotte (3) Boone Winston-Salem (2)

South Carolina 4 Sites

Columbia (3)

Tennessee 4 Sites

Knoxville Lingsport Chattanooga (2)

ATTACHMENT TWO PM2.5 Eastern Region, Projected Filter Use for 2003 Total Routine, Collection and QC Filters

Region 1	199
Region 2	206
Region 3	225
Region 4	414
Region 6	346
Region 10 (Washington State)	67
QC Filters	200
Total	1657

Invoice Approval Authority Contract: 68-W-01-009, Task Order: 0020

Lead PR Number: PR-R4-03-10051

Not withstanding the appointment of alternate Task Order Project Officers, only the Contract Level Project Officer and Alternate shall have invoice approval authority.

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	appropriation date, etc.) SET FORTH IN				·		
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Contract: 68-W-01-009, Task Order: 0019, Mod: 0002 Lead PR Number: PR-R4-03-10011

Summary Information

Title: Southeast Wadeable Stream Retional REMAP Yr. 2

Period of Performance: From: 05/03/02
To: 03/31/03
Award Date: 05/03/02
Total Funding: \$172,975.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element	1 1 1	Cost Org	Obj Clss	Amount	/ C
Base	XN0166	02	С	26XN0NN	80101F	00000000		2532	\$12,580.00	С

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2002 - XN0166	Estimated Cost Fixed Fee		
	Total:	\$12,580.00	Redacted
FY2002 - XN4728	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$11,395.00	
FY2002 - XN5332	Estimated Cost Fixed Fee	1-1	
	Total:	\$149,000.00	

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IN REJECTION IN RE	E RÉCEIVED AT THE PLACE DES ON OF YOUR OFFER. If by virtue led each telegram or letter make NTING AND APPROPRIATION DA	of this amendment you d s reference to the solicita 	lesire to change an offer alreation and this amendment, and	ady submitted, d is received p	such chang rior to the op	e may be made by telegr	am or ecified.	
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	B. THE ABOVE NUMBERED CO appropriation date, etc.) SET FOR	ONTRACT/ORDER IS MOD RTH IN ITEM 14, PURSUAN	NIFIED TO REFLECT THE ADM NT TO THE AUTHORITY OF F	MINISTRATIVE (AR 43.103(b).	CHANGES (uch as changes in paying offic	8,	
	c. THIS SUPPLEMENTAL AGR	EEMENT IS ENTERED INT	O PURSUANT TO AUTHORIT	Y OF:				
	D. OTHER (Specify type of modifical FAR 52.232-22 "Limit			-				
E. IMPORTA	ANT: Contractor [X] is not	t, [] is required to si	gn this document and return	copies	s to the issu	ing office.		
Increme the total	PTION OF AMENDMENT/MODIFIC ntal funding in the am incremental funding t ent funding level of \$1	ount of \$149,000 to \$160,395.00. T	.00 is hereby added	l. This bri	ngs	sible.}		
Except as pr and effect.	rovided herein, all terms and con	ditions of the document r	eferenced in Item 9A or 10A,					
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NSN 7540-01	(Signature of person authorized to sign)			0-105	(Signature of (Contracting Office(STANDARD FO	ORM 30 (REV 10-83)
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Contract: 68-W-01-009, Task Order: 0019, Mod: 0001

Lead PR Number: PR-R4-02-10204

Summary Information

Title: Southeast Wadeable Stream Retional REMAP Yr. 2

Period of Performance: From: 05/03/02
To: 03/31/03
Award Date: 05/03/02
Total Funding: \$160,395.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org		Site/ Project	Cost Org	Obj Clss Amount		/ C
ZN5332	02		26XN0NN	80101F	00000000		2532	\$149,000.00	C

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2002 - XN4728	Estimated Cost Fixed Fee		
	Total:	\$11,395.00	Redacted
FY2002 - XN5332	Estimated Cost Fixed Fee		Exemption 4, CBI
		\$149,000.00	

[M] - Modified [A] - Added

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Contract: 68-W-01-009, Task Order: 0019 Lead PR Number: PR-R4-02-10163

Summary Information Southeast Wadeable Stream Retional REMAP Yr. 2 From: 04/29/02 To: 03/31/03 Period of Performance: Award Date: \$11,395.00 Total Funding: Accounting/Appropriation Data P Site/ Cost Program Ċ Clss Amount Project Org BFYS Appr.# Org Element DCN \$11,395.00 P 2532 00000000 26XN0NN 80101F XN4728 02 C **Funding Breakout** Amount Acct Info Funding Category Redacted FY2007 - XN4728 Estimated Cost Fixed Fee **Exemption 4, CBI** \$11,395.00 Total: **Procurement Management Roles** TASK ORDER PROJECT OFFICER: U.S. E.P.A. Attn: MICHAEL H. BIRCH COLLEGE STATION RD ATHENS, GA 30613 Mail Code: Phone Number: 706-355-8552 Fax Number: E-Mail Address: ALTERNATE TASK ORDER PROJECT OFFICER: U.S. E.P.A. Attn: LINDA P. KIDD COLLEGE STATION RD ATHENS, GA 30613 Mail Code: Phone Number: 706-355-8731 Fax Number: E-Mail Address: Deliverable Items SCHEDULE FOR LOCATION:

Attachments

Attachment Type

Invoice Approval Authority SOW, Southeast Wadeable Stream Regional REMAP

Subcontractor Consent

Contract: 68-W-01-009, Task Order: 0019

Lead PR Number: PR-R4-02-10163

Name Type Amount

MANTECH ENVIR. Cost-Plus-Fixed-Fee \$188,201.00

Task Order Totals

Category Amount

Estimated Cost Redacted Fixed Fee

Exemption 4, CBI

Invoice Approval
Contract: 68-W-01-009, Task Order: 0019

Lead PR Number: PR-R4-02-10163

Not withstanding the appointment of Alternate Task Order Project Officers, only the Contract level Project Officer and Alternate shall have invoice approval authority. Authority

SOW, Southeast Wadeable Stream Regional REMAP

Contract: 68-W-01-009, Task Order: 0019

Lead PR Number: PR-R4-02-10163

Statement of Work Task Order No. 019 South East Wadeable Stream Regional REMAP Period of Performance 4/29/2002 - 3/31/2003

PURPOSE

The purpose of this Task Order (TO) is to provide through a buy-in analytical, biological field sampling, data review/data entry support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support, Task Area III: Analytical Logistical Support and Task Area IV. See Table 1 for Region 4's expected number of requests for each Task listed below.

STATEMENT OF WORK:

The contractor shall provide analytical chemistry, biological, field sampling, data review and quality assurance support to EPA at the Agency's regional laboratory facilities and at specified field locations.

The contractor shall comply with all SESD SHEMP health and safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

TASK 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5. Program management costs shall be identified from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with monthly reports of the above-referenced data and a technical progress report at the same time as the Reports required in Attachment 2.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this Task through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate, complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall revise its QMP and QAPP to reflect any new changes in operation or new requirements or implement an EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2 and requirements outlined in EPA QA-R5.

SOW, Southeast Wadeable Stream Regional REMAP

Contract: 68-W-01-009, Task Order: 0019

Lead PR Number: PR-R4-02-10163

The contractor shall implement or revise an existing Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables:

The contractor shall submit to the PO/TOPO all reports defined in the SOW (Attachment 2, Reports of Work Page 2-1 of 5) and monthly status reports including technical progress reports under this TO. The contractor shall provide a staffing plan and schedule for completing the tasks in this TO.

The contractor shall submit to the PO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Environmental Sample Analysis:

Table 1 is an estimate of the number of sites that will require field analysis and/or analysis for the Wadeable Streams buy-in. The contractor will provide ash free dry weight, total mercury in fish, and HPLC periphyton pigment analysis (chlorophyll A & B) for 70 samples. The contractor shall perform all extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (http://www.epa.gov/region4/sesd/asbsop/asbsop/asbsop.html), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: http://www.epa.gov/region4/sesd/sesd/sesdpub_guidance.html.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

<u>Deliverables:</u> The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

Task 3: Biological Support:

The contractor shall perform the biological support on the basis of B. Biological Support: of the contract SOW in

SOW, Southeast Wadeable Stream Regional REMAP

Contract: 68-W-01-009, Task Order: 0019

Lead PR Number: PR-R4-02-10163

accordance with the U.S. EPA Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000, Rapid Bioassessment Protocols for Use in Wadeable Streams and Rivers, Second Edition, 841-B-99-002, and Macroinvertebrate Field and Laboratory Methods for Evaluating the Biological Integrity of Surface Water, EPA/600/4-90/030, November 1990.

Phase II

The contractor shall conduct field reconnaissance of all Cycle 3 REMAP sites to which access is granted (approximately 80 sites expected from Phase I). Locate the sites, determine their accessibility for sampling and determine their eligibility as wadeable permanent streams. Set out bricks for AI. No landscape plots are required.

Deliverables:

List of sites that were (a) located, (b) are accessible and (c) are eligible.

2. Map of each site with photographs and directions to the site.

Phase III

The contractor shall conduct on-site sampling activities at 70 Cycle 3 REMAP and state eco-regional reference sites: Do RBP sampling for periphyton (pigment diversity and AI), benthic macroinvertebrates, and fish; collect grab samples for nutrient and AGPT analyses; collect fish for mercury analysis; and do rapid stream and riparian habitat assessments. This would also include sample processing such as tissue homogenization and sample shipping. For this TO the contractor shall provide the staffing plan, hours and a cost estimate.

The contractor shall perform other analytical/biological support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall provide sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall perform QA/QC analysis with all the above mentions analytical and field tasks.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF. The contractor shall submit any revised SOPs with the test report.

The contractor shall provide from Phase III sites the following:

- 1. Periphyton pigment diversity (see Task 2) and AI collections.
- 2. Benthic macroinvertebrate collections.
- 3. Fish RBP data and voucher specimens.
- 4. Fish collections for mercury analysis.
- 5. Water samples for nutrient analyses (see Task 2).
- 6. Habitat evaluations and stream geomorphology measures.
- 7. In-situ water quality measurements.
- 8. Process fish and ship nutrient samples.

Phase IV

The contractor shall provide from Phase IV 2002 (Cycle 3) year sites taxonomic lists of all benthic macro invertebrates and fish species for each station from Phase III. The contractor shall perform data reduction, analyzes, and tabulation of results according to 1999 (2nd Ed.) RBPs II and V. The contractor shall provide IBIs for macros and, where possible, fish.

SOW, Southeast Wadeable Stream Regional REMAP

Contract: 68-W-01-009, Task Order: 0019

Lead PR Number: PR-R4-02-10163

The contractor shall provide forms and laboratory log books for all recordings including QA/QC documentation required by the SOPs and TDFs, and daily calibration of laboratory instruments.

Raw and QC data shall be included in the reports as specified in the SOPs, TOs or TDFs.

Deliverables:

- 1. Electronic and hardcopy lists of all benthic macro-invertebrate and fish species identified for each station.
- 2. All physical and biological data reduced, analyzed and tabulated [biological according to 1999 (2nd Edition) RBPs II and V].
- 3. Bls for macros and, where possible, fish.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. To perform the task described in the TO. The contractor shall perform the field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance

Frequent travel within Region IV is required. The contractor will coordinate with Project Leaders for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/ManTech.

<u>Deliverables</u>: The contractor shall prepare and submit reports associated with the above list of tasks as per F. <u>Deliverables</u> in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO.

Deliverables: The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall on request provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

<u>Deliverables:</u> The contractor shall prepare and deliver to the PO and TOPO a summary of information provided under each TDF within five (5) days of completion.

Task 7:New Technology:

The contractor shall on request attend vendor-specific seminars in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be approved by the CO according to contract (clause H.31).

Task 8: Sample Custodian and File Manager:

The contractor shall perform sample custodial duties at SESD for environmental samples in accordance with the SOPs specified above. The contractor shall receive environmental samples arriving at the laboratory, and upon

SOW, Southeast Wadeable Stream Regional REMAP

Contract: 68-W-01-009, Task Order: 0019

Lead PR Number: PR-R4-02-10163

receipt, log the samples into the R4LIMS and refrigerator/freezer log and store the samples in the appropriate refrigerators, freezers, or shelves. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall meet "all" HAZMAT safety procedures for handling of materials such as alcohol or formalin. The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

<u>Deliverables:</u> The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with HAZMAT SOP requirements.

Table 1
Estimate of Sites and Analyses

Phase	Sites
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IV	70

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[] The above numbered solicitation is Offers must acknowledge receipt of this	is amended as set forth in Item 14.	The hour and date specifi	ed for receip	t of Offers []	s extended, [] is n	ot extended.	
letter, provided each telegram or letter r 12. ACCOUNTING AND APPROPRIATIO See the section, Accounting	N DATA (# required) ng/Appropriation Data, it 13. THIS ITEM APPLIES	n the attachment	on Page	2.	S/ORDERS,	ecined.	
	IT MODIFIES THE C	CONTRACT/ORDER N	O. AS DES	CRIBED IN	rem 14.		
TRACT ORDER NO. IN							
B. THE ABOVE NUMBERS appropriation date, etc.) SET	ED CONTRACT/ORDER IS MODIFIED I FORTH IN ITEM 14, PURSUANT TO	TO REFLECT THE ADMI THE AUTHORITY OF FA	NISTRATIVE AR 43.103(b).	CHANGES (suc	h as changes in paying offi	ce,	
c. THIS SUPPLEMENTAL	AGREEMENT IS ENTERED INTO PU	JRSUANT TO AUTHORITY	OF:				
D. OTHER (specify type of mix X FAR 52.232-22 "Li	odification and authority) imitation of Funds"			**			
E. IMPORTANT: Contractor [X]	is not, [] is required to sign th	nis document and return	copie	s to the issuing	g office.		
14. DESCRIPTION OF AMENDMENT/MO	DIFICATION (Organized by UCF section h	needings, including solicitation/c	ontract subject i	matter where feasit	le.)		
The purpose of this modifi	ication is to deobligate	\$516.00 from this	Task Or	der and tr	ansfer those fo	unds to Task O	rder 0025.
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Except as provided herein, all terms an	d conditions of the document refere	enced in Item 9A or 10A, a	s heretofore	changed, rema	ins unchanged and in	n full force	
and effect. 15A. NAME AND TITLE OF SIGNER (1)	Type or print)		16A. NA	ME AND TITLE	OF CONTRACTING O	FFICER (Type or print)	
			CHARL	ES K. HAY	res		
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NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE

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STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 52.243

National Study of Residues in Lake Fish - 2002

Contract: 68-W-01-009, Task Order: 0018, Mod: 0001

Summary Information

Title: National Study of Residues in Lake Fish - 2002

Period of Performance: From: 04/15/02

To: 03/31/03

Award Date: 04/10/02 Total Funding: \$21,338.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	-	Site/ Project	Cost Org	Obj Clss	Amount	P / C
Base	CE2013	02	В	28E	20105B	00000000		2505	(\$516.00)	-

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2001 - CE1025	[M] Estimated Cost Fixed Fee		Redacted
	Total:	\$3,524.00	Exemption 4, CBI
FY2002 - CE2013	[M] Estimated Cost Fixed Fee		
	Total:	\$17,814.00	÷

[M] - Modified

[A] - Added

Attachments

The following item(s) have been modified:

Document Hours was modified.

TO Classification

The following changes have occurred:

The Task Order Ceiling has changed from \$21,854.00 to \$21,338.00.

ORDER FOR SUPPLIES OR SERVICES											PAGE C)F	PAGES
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National Study of Residues in Lake Fish - 2002

Contract: 68-W-01-009, Task Order: 0018

Summary Information

National Study of Residues in Lake Fish - 2002

Lead PR Number: PR-R4-02-10144

Title: From: 04/15/02 To: 03/31/03 Period of Performance:

Award Date: Total Funding:

\$21,854.00

Accounting/Appropriation Data

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	·	P / C
CE1025 CE2013	01 02	B B	28E 28E	20105B 20105B	00000000		2505 2505		\$3,524.00 \$18,330.00	P P

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2001 - CE1025	Estimated Cost Fixed Fee		Redacted
	Total:	\$3,524.00	Exemption 4, CBI
FY2002 - CE2013	Estimated Cost Fixed Fee		
	Total:	\$18,330.00	

Procurement Management Roles

TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: MICHAEL H. BIRCH COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8552

Fax Number: E-Mail Address:

Attachments

Attachment Type

SOW, National Study of Chemical Residues in Lake Fish Tissue - 2002

Subcontractor Consent

Name	Туре	Amount
MANTECH ENVIR.	Cost-Plus-Fixed-Fee	\$13,329.00

Task Order Totals

Amount Category Estimated Cost Redacted Fixed Fee Exemption 4, CBI

SOW, National Study of Chemical Residues in Lake Fish Tissue - 2002

Contract: 68-W-01-009, Task Order: 0018 Lead PR Number: PR-R4-02-10144

Statement of Work Task Order No. 018 National Study of Chemical Residues in Lake Fish Tissue: 2002 Period of Performance 4/15/2002 - 3/31/2003

PURPOSE

The purpose of this Task Order (TO) is to provide biological field sampling support for National Study of Chemical Residues in Lake Fish Tissue: 2002 (NSCRLFT) to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field sampling biological support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support and Task Area III: Analytical Logistical Support. The contractor shall perform and provide field/laboratory support services to the EPA Region 4 in accordance with the U.S. EPA NSCRLFT SOPs: Fish Tissue Sample Collection Procedures, SOP for shipping container packing instructions, and Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000. See Table 1 Sampling Sites for an estimate of the field biological support.

STATEMENT OF WORK:

The contractor shall provide biological, field sampling and other analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, lab safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

TASK 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5. Program management costs shall be identified from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with monthly reports of the above-referenced data and a technical progress report.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this Task through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate, complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall revise its QMP and QAPP to reflect any new changes in operation or new requirements or implement an EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2 and requirements outlined in EPA QA-R5.

SOW, National Study of Chemical Residues in Lake Fish Tissue - 2002 Contract: 68-W-01-009, Task Order: 0018 Lead PR Number: PR

Lead PR Number: PR-R4-02-10144

The contractor shall implement or revise the existing Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables:

The contractor shall submit to the PO/TOPO all reports defined in the SOW (Attachment 2, Reports of Work Page 2-1 of 5) and monthly status reports including technical progress reports under this TO.

The contractor shall submit to the PO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Biological Support:

The contractor shall perform the biological support on the basis of B. Biological Support: of the contract SOW in accordance with the U.S. EPA NSCRLFT SOPs: Fish Tissue Sample Collection Procedures, SOP for shipping container packing instructions, and Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000.

Table 1 is an estimate of the number of lake sites to be sampled and collection of samples requiring preparation and shipping for the NSCRLFT. Phase III the contractor shall conduct on-site sampling activities at each lake and provide the appropriate number of fish species per the SOPs. The contractor shall provide sampling equipment such as nets or shocking equipment to ensure that bottom feeders (catfish) are collected. For this TO the contractor shall provide the staffing plan and a cost estimate.

The TOPO shall assign the specific project support and other analytical support activities through the issuance of a TDF.

The Contractor shall perform the activities also in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (http://www.epa.gov/region4/sesd/asbsop/asbsop.html), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: http://www.epa.gov/region4/sesd/sesdpub_guidance.html.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the NSCRLFT SOPs. The contractor shall ship or archive sample in designated areas, upon completion of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall package and ship all samples, including document management, and return of coolers as specified in the SOP for shipping container packing instructions. The contractor shall provide dry ice preservative for shipping.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the collection of samples, as referenced in SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each sampling event to the TOPO or as designated in the TDF.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall provide shipping records, chain-of-custody information, sketches of sampling points in the lake, GIS coordinates and other documentation described in the SOPs and the TDF to the TOPO.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in B. Biological Support, C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor

SOW, National Study of Chemical Residues in Lake Fish Tissue - 2002

Contract: 68-W-01-009, Task Order: 0018 Lead PR Number: PR-R4-02-10144

shall perform the field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container

preparation to meet with QA/QC checks and requirements.

Provide field investigation vehicle loading/unloading support. Receives equipment loadout requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed. assigned tasks including log in of maintenance and

Setup and perform QC checks to verify calibrations on field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish

field analytical tasks.

Precisely locate and document sampling sites and features at sites. GPS coordinates are collected and provided to the EPA TOPO or as directed in the NSCRLFT SOP.

Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as

requested in the TDF.

Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);

Package and ship field samples, including document management, and return coolers.

Travel within EPA Region IV may be required. The contractor will coordinate with Project Leader for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS or as the subcontractor, ManTech.

Deliverables:

The contractor shall prepare and submit reports associated with the above list of tasks as per F. Deliverables in the contract SOW, and the NSCRLFT SOP or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

Deliverables:

The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

Deliverables:

The contractor shall prepare and deliver to the PO and/or TOPO a summary of information provided as requested under each TDF within time specified.

> Table 1 Sampling Sites

SOW, National Study of Chemical Residues in Lake Fish Tissue - 2002 Contract: 68-W-01-009, Task Order: 0018 Lead PR Number: PR-R4-02-10144

STATE	COUNTIES	LAKES
Florida	Lake Tohopekaliga (#1000), Osceloa County; Chipco Lake (#1060), Putnam County (Phase III only & in one of these lakes, duplicate samples will be collected, doubling the work for that particular lake)	2
Alabama	Kelly Lake (project lake #0923), Monroe county; an unnamed lake (project lake #0961), Marshall County	2
Totals		4

A	MENDMENT OF SOLICITATIO	N/MODIFICATION OF CO	NTRACT	1. CONTRA	PAGE OF PAGES	
	MENT/MODIFICATION NO.	3. EFFECTIVE DATE		SITION/PURCH	ASE REQ. NO.	5. PROJECT NO. (If applicable)
0004 6. ISSUED		See Block 16C		03-10121		
		L	^{7.} ADMINI	STERED BY (#	other than item 6) CODE	
	A Region IV	usta Fadamal Onusta				
	ement Section 14th Floor Atla	nta Federal Center	1			
	yth St., SW					
Atlanta,	GA 30303					
8. NAME A	AND ADDRESS OF CONTRACTOR (No., street,	county. State and ZIP Code)		(/)	A. AMENDMENT OF	F SOLICITATION NO.
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INTEGR	ATED LABORATORY					
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	X 13501					
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Area), N	IC 27709			1 1	NO.	
					68-W-01-009 TO	
					OB. DATED (SEE ITEM 13)	
CODE FAC	ILITY CODE			 	04/10/02	
3555 I NO		. THIS ITEM ONLY APPLIES TO	AMENDMENTS	OF SOLICIT	ATIONS	
[] The al	bove numbered solicitation is amended as	set forth in Item 14. The hour and date	specified for receiv	ot of Offers []	is extended 11 is no	t extended
	acknowledge receipt of this amendment p					
(a) By comp	pleting Items 8 and 15, and returning	copies of the amendment: (b) By ac.	knowledging recein	t of this among	tment on each conv of	ha allar
submitted;	or (c) By separate letter or telegram which i	ncludes a reference to the solicitation.	and amendment nu	mhers FAILLIE	E OF YOUR ACKNOWL	EDG-
IN REJECTION	E RECEIVED AT THE PLACE DESIGNATED ON OF YOUR OFFER. If by virtue of this an	ron The Receipt Of Offers PRIOF sendment you desire to change an offe	I IO IHE HOUR AN	D DATE SPECI	FIED MAY RESULT	
letter, provi	ded each telegram or letter makes reference	to the solicitation and this amendmen	nt, and is received p	rior to the ope	ning hour and date spe	cified.
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See the						
	13. TF	IIS ITEM APPLIES ONLY TO MOI MODIFIES THE CONTRACT/ORD	DIFICATIONS OF	CONTRACT	S/ORDERS,	
(/)	A. THIS CHANGE ORDER IS ISSUED PUR	SUANT TO: (Specify supported THE CHAN	GES SET EORTH IN	CHIBED IN I	MADE IN THE CON	
	TRACT ORDER NO. IN ITEM 10A	Condition (opening additionary) this condition	000 001 1 0111111	TITEM IT AND	MADE IN THE CON-	
	P. THE ABOVE NUMBERED CONTRACT	ODDED IO MODIFIED TO DESI FOR THE				
	B. THE ABOVE NUMBERED CONTRACT/ appropriation date, etc.) SET FORTH IN ITE	M 14. PURSUANT TO THE AUTHORITY	OF FAR 43.103(b).	CHANGES (suc	th as changes in paying office	
	C. THIS SUPPLEMENTAL AGREEMENT IS	S ENTERED INTO PURSUANT TO AUTH	ORITY OF:			
	D. OTHER (Specify type of modification and author	arity				
Х	FAR52.232-22 "Limitations of					
E. IMPORT	ANT: Contractor [X] is not, [] i	s required to sign this document and re	eturn copie	s to the issuing	office	
14. DESCRI	PTION OF AMENDMENT/MODIFICATION (On					
In accor	dance with the contractor's	1/23/03 proposal this mod	lification incr	natter where reasit	ne.)	
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and hed	load/PSA analyses.	ased LOL Hours are for a	dullional org	anic		·
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and effect.	rovided herein, all terms and conditions of t	ine document referenced in Item 9A or	IVA, as heretofore	cnanged, rema	ins unchanged and in f	ull force
15A. NAM	E AND TITLE OF SIGNER (Type or print)		16A. NAM	E AND TITLE	OF CONTRACTING OFF	ICER (Type or print)
						· · · · · · · · · · · · · · · · · · ·
150 001	TRACTOR/OFFEROR	1		ES K. HAY		
15B. CON	TRACTOR/OFFEROR	15C DATE SIGI	NED 16B. UNIT	LED STATES O	F AMERICA	16C. DATE SIGNED
			16 4	ailer.	L. Haves	APR 2 5 2003
	(Signature of person authorized to sign)			(Signature of Con	tracting Officer	APR 2 5 2003
NSN 7540-01 PREVIOUS E	I-152-8070 EDITION UNUSABLE		30-105			STANDARD FORM 30 (REV 10-83)
						Prescribed by GSA FAR (48 CFR) 52.243

Water Management Divsion Analytical Support Contract: 68-W-01-009, Task Order: 0017, Mod: 0004

Lead PR Number: PR-R4-03-10121

Summary Information

Title: Water Management Divsion Analytical Support

Period of Performance: From: 04/15/02

To: 04/30/03

Award Date: 04/10/02 Total Funding: \$272,383.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	'Amount (? / ?
Base Base Base	CH2042 RF3003 TP3015	03	B BR B	28H 04R0XF8 87FT	20201B 20201B 20201B	0000000 0000000 0000000		2505 2505 2505	\$2,714.00 C \$5,654.00 C \$16.725.00 F	:

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
	[M] Estimated Cost [M] Fixed Fee		Exemption 4, CBI
	Total:	\$9,594.00	
FY2001 - TCC050	[M] Estimated Cost [M] Fixed Fee		
	Total:	\$77,926.00	
	[M] Estimated Cost [M] Fixed Fee		
		\$40,000.00	
	[M] Estimated Cost [M] Fixed Fee		
	Total:	\$9,924.00	
•	[M] Estimated Cost [M] Fixed Fee		
	Total:	\$2,714.00	
FY2002 - TP2011	[M] Estimated Cost [M] Fixed Fee	· · · · · · · · · · · · · · · · · · ·	•
	Total:	\$108,000.00	
FY2003 - RF3003	[M] Estimated Cost [M] Fixed Fee		
	Total:	\$7,500.00	ć.
FY2003 - TP3015	[M] Estimated Cost	:	

Water Management Divsion Analytical Support Contract: 68-W-01-009, Task Order: 0017, Mod: 0004 Lead PR Number: PR-R4-03-10121 Redacted [M] Fixed Fee Exemption 4, CBI Total: \$16,725.00 [M] - Modified [A] - Added **Attachments** The following item(s) have been added: Attachment Name Hours **Attachments** The following item(s) have been deleted: Attachment Name Hours **TO Totals** The following item(s) have been modified: Category POP From By To Estimated Cost Redacted Base Pd. Fixed Fee Base Pd. **Exemption 4, CBI**

TO Classification

The following changes have occurred:

The Task Order Ceiling has changed from \$247,290.00 to \$272,383.00.

A	MENDMENT OF SOLICITATIO	N/MODIFICATI	ON OF CONTRA	ACT	1. CONTR	ACT ID CODE	PAGE OF PAGES
	MENT/MODIFICATION NO.	3. EFFECTIVE DAT				HASE REQ. NO.	5. PROJECT NO. (If applicable)
0003 6. ISSUED	BY CODE	See Block 160	;		R-R4-03-10089 ADMINISTERED BY (If other than item 6) CODE		
	A Region IV	L		7. ADMINIS	SIEHED BY	(If other than item 6) CODE	
	ement Section 14th Floor Atla	nta Federal Co	nter				
	yth St., SW	ina i cuciai Ce	inei				
	GA 30303		•				
8. NAME A	IND ADDRESS OF CONTRACTOR (No., street,	county, State and ZIP Code	7		(√)	9A. AMENDMENT OF	SOLICITATION NO.
INTEGD	ATED LABORATORY						
SYSTEM						9B. DATED (SEE ITEM 17)	
P.O. BO						,	•
	,						
	ch Triangle Park (Industrial				/	10A. MODIFICATION OF	CONTRACT/ORDER
Area), N	C 27709					NO.	
						68-W-01-009 TO#	17
	•					10B. DATED (SEE ITEM 13) 04/10/02	
CODE FAC	ILITY CODE					04/10/02	
	11.	. THIS ITEM ONLY	APPLIES TO AME	NDMENTS (OF SOLICI	TATIONS	
	pove numbered solicitation is amended as s						
(a) By comp submitted; o MENT TO BE IN REJECTION	acknowledge receipt of this amendment prileting items 8 and 15, and returning or (c) By separate letter or telegram which in E RECEIVED AT THE PLACE DESIGNATED FON OF YOUR OFFER. If by virtue of this amded each telegram or letter makes reference	_ copies of the amend icludes a reference to FOR THE RECEIPT OF endment you desire to	dment; (b) By acknowle the solicitation and an FOFFERS PRIOR TO The change an offer airea	edging receipt nendment num HE HOUR AND dy submitted	of this amer nbers. FAILU DATE SPEC	ndment on each copy of th IRE OF YOUR ACKNOWLE CIFIED MAY RESULT	e offer :DG-
	NTING AND APPROPRIATION DATA (If require						
See the	section, Accounting/Appropr						
	13. TH	S ITEM APPLIES	ONLY TO MODIFICA	ATIONS OF	CONTRAC	TS/ORDERS,	
(1)	A. THIS CHANGE ORDER IS ISSUED PURS	MODIFIES THE CO	NTRACT/ORDER N	O. AS DESC	CRIBED IN	ITEM 14.	
(√)	TRACT ORDER NO. IN ITEM 10A	SOATT TO: (Specify aut	nony The Changes S	EI FURTHIN	IIEM I4 AKI	E MADE IN THE CON-	
	B. THE ABOVE NUMBERED CONTRACT/O appropriation date, etc.) SET FORTH IN ITEM	RDER IS MODIFIED T I 14, PURSUANT TO T	O REFLECT THE ADMI	NISTRATIVE (R 43.103(b).	CHANGES (#	uch as changes in paying office,	
	c. THIS SUPPLEMENTAL AGREEMENT IS	ENTERED INTO PUR	SUANT TO AUTHORITY	OF:			
	D. OTHER (Specify type of modification and author					· · · · · · · · · · · · · · · · · · ·	
Х	FAR 52.232-22 "Limitation of	••					
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Except as pro	ovided herein, all terms and conditions of th	se document referen-	ad in Itam OA c= 404 ==	hamida	honerd	inline implementation	W 44
and enect.			ed in item 9A or IVA, as	neretorore c	nanged, rem	ains unchanged and in tu	Il force
15A. NAME	E AND TITLE OF SIGNER (Type or print)			16A. NAME	E AND TITLE	OF CONTRACTING OFFI	CER (Type or print)
·				CHARLE	S K. HA	YES	
15B. CONT	TRACTOR/OFFEROR	15	C DATE SIGNED			OF AMERICA	16C. DATE SIGNED
				1 Ch	alea 1	C. Houses	
	Signature of person authorized to sign)				Signature of Co	ontracting Officer)	MAR 3 1 2003
NSN 7540-01- PREVIOUS E	-152-8070 DITION UNUSABLE		30-	105			STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0017, Mod: 0003

Lead PR Number: PR-R4-03-10089

Summary Information

Title: Water Management Divsion Analytical Support

Period of Performance: From: 04/15/02

To: 04/30/03

Award Date: 04/10/02 Total Funding: \$247,290.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org		Site/ Project	Cost Org	Obj Clss	Amount	Р / С
Base	RF3003	03	BR	04R0XF8	20201B	00000000		2505	\$1.846.00	- P

Funding Breakout

Acct.Info	Funding Category	. Amount	Redacted
FY2001 - TCC032	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$9,594.00	
FY2001 - TCC050	Estimated Cost Fixed Fee	-	
	Total:	\$77,926.00	
FY2001 - TCC104	Estimated Cost Fixed Fee	·	
	Total:	\$40,000.00	
FY2001 - TP2002	Estimated Cost Fixed Fee		
	Total:	\$9,924.00	
FY2002 - TP2011	Fixed Fee		
	Total:	\$108,000.00	•
FY2003 - RF3003	Estimated Cost Fixed Fee		
	Total:	\$1,846.00	

[M] - Modified

[A] - Added

TO Classification

The following changes have occurred:

The Anticipated Expiration Date has changed from 03/31/03 to 04/30/03.

	DITION UNUSABLE		30-103			STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 52.243		
NSN 7540-01	(Signature of person authorized to sign) -152-8070		30-105	(Signature of Contracting		SEP 2 4 2002		
				who L.	Hayer			
15B. CON	TRACTOR/OFFEROR	15C		ES K. HAYES TED STATES OF AM	FRICA	16C. DATE SIGNED		
15A. NAMI	E AND TITLE OF SIGNER (Type or print)		1	ME AND TITLE OF CO	ONTRACTING OFFIC	CER (Type or print)		
and enect.	rovided herein, all terms and condition							
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ins mo	dification provides incre	mental lunding in the	amount of \$40,000.0	0.				
14. DESCRIP	PTION OF AMENDMENT/MODIFICATI	ION (Organized by UCF section heading	s, including solicitation/contract subject	matter where (exsible.)				
	ANT: Contractor [X] is not,	[] is required to sign this do		es to the issuing offic	ce.			
X	FAR 52.232-22 "Limitati	on of Funds"						
	D. OTHER (Specify type of modification a	and authority)						
	c. THIS SUPPLEMENTAL AGREEN	MENT IS ENTERED INTO PURSU	ANT TO AUTHORITY OF:					
	B. THE ABOVE NUMBERED CONT appropriation date, etc.) SET FORTH	IN ITEM 14, PURSUANT TO THE	REFLECT THE ADMINISTRATIVI E AUTHORITY OF FAR 43.103(b)	CHANGES (such as ci	hanges in paying office,			
(1/)	A. THIS CHANGE ORDER IS ISSUE TRACT ORDER NO. IN ITEM 10.	D PURSUANT TO: (Specify author	THE CHANGES SET FORTH	N ITEM 14 ARE MAD	E IN THE CON-			
		 THIS ITEM APPLIES ON IT MODIFIES THE CONT 	ILY TO MODIFICATIONS O TRACT/ORDER NO. AS DE	F CONTRACTS/O SCRIBED IN ITEM	RDERS, 14.			
See the	section, Accounting/App	propriation Data, in th	e attachment on Pag	e 2.		· · · · · · · · · · · · · · · · · · ·		
12. ACCOUN	NTING AND APPROPRIATION DATA	(If required)						
IN REJECTION	ON OF YOUR OFFER. If by virtue of ded each telegram or letter makes re	this amendment you desire to c	hange an offer already submitte	d euch change may i	ba mada bu tata	m or ified.		
submitted; o	or (c) By separate letter or telegram (E RECEIVED AT THE PLACE DESIGN	which includes a reference to the NATED FOR THE RECEIPT OF O	e solicitation and amendment no FEERS PRIOR TO THE HOUR AL	Imbers. FAILURE OF	YOUR ACKNOWLE	EDG-		
Offers must (a) By comp	t acknowledge receipt of this amendr pleting Items 8 and 15, and returning	ment prior to the hour and date :	specified in the solicitation or as	amended, by one of	the following meth	ods:		
[] The al	bove numbered solicitation is amend	ded as set forth in Item 14. The I	PPLIES TO AMENDMENTS nour and date specified for rece	OF SOLICITATION Ipt of Offers [] is ex	NS tended, [] is not	extended.		
CODE FAC	CILITY CODE	11 THE ITEM ONLY	DDI IEC TO AMENDATE					
					OATED (SEE ITEM 13)			
••					N-01-009 TO#	17		
	IC 27709	·		√ 10A. I	MODIFICATION OF (CONTRACT/ORDER		
Posear.	ch Triangle Park (Industr	rial			•			
	W X 13501				ATEO (SEE TIEM (1)			
INTEGR	RATED LABORATORY			98.0	ATED (SEE ITEM (1)			
		, , , , , , , , , , , , , , , , , , , ,		(√) 9A.	AMENUMENT OF	SOLICITATION NO.		
8. NAME A	AND ADDRESS OF CONTRACTOR (M	o_street, county. State and 7IP Code	L	(/) 9A.	AMENDMENT			
	, GA 30303					,		
	ement Section 14th Floor byth St., SW	r Atlanta Federal Cent	ter					
	A Region IV			•				
6. ISSUED	BY	CODE		NISTERED BY (If other	than item 6) CODE			
UUUL	' ' ' ' ' ' ' ' ' ' ' ' ' ' ' '			4. REQUISITION/PURCHASE REQ. NO. 5. PROJECT NO. (# applicate PR-R4-02-10327				
2. AMEND 0002	MENT/MODIFICATION NO.	3. EFFECTIVE DATE			REO, NO.	5 PROJECT NO (#		

Water Management Divsion Analytical Support Contract: 68-W-01-009, Task Order: 0017, Mod: 0002

Lead PR Number: PR-R4-02-10327

Summary Information

Title:

Water Management Divsion Analytical Support

Period of Performance:

From: 04/15/02 To: 03/31/03

Award Date:

04/10/02

Total Funding:

\$245,444.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount C	? / :
Base	TCC104	01	В	04T00RR	20201B	00000000		2505	\$40,000.00	

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2001 - TCC032	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$9,594.00	
FY2001 - TCC050	Estimated Cost Fixed Fee	· · · · · · · · · · · · · · · · · · ·	
	Total:	\$77,926.00	
FY2001 - TCC104	Estimated Cost Fixed Fee		
	Total:	\$40,000.00	
FY2001 - TP2002	Estimated Cost Fixed Fee		
	Total:	\$9,924.00	
FY2002 - TP2011	Estimated Cost Fixed Fee		
	Total:	\$108,000.00	

[M] - Modified

[A] - Added

A	MENDMENT OF SOLICITA	ATION/MODIFICATION	OF CONTRACT	1. CONTR	ACT ID CODE	PAGE OF PAGES
2. AMENI	DMENT/MODIFICATION NO.	3. EFFECTIVE DATE See Block 16C	4.	REQUISITION/PURC	HASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUE	D BY	CODE	7.	ADMINISTERED BY	If other than item 6) CODE	
U.S. EF	PA Region IV					
Procur	ement Section 14th Floor	Atlanta Federal Cent	er			
	syth St., SW			•.		
Atlanta	, GA 30303		·			
8. NAME	AND ADDRESS OF CONTRACTOR (No.	, street, county, State and ZIP Code)		(/)	9A. AMENDMENT OF	SOLICITATION NO.
INTEG	RATED LABORATORY					
SYSTE	• • • • • • • • • • • • • • • • • • • •			i	9B. DATED (SEE ITEM 11)	
P.O. B	OX 13501			'		
Resear	ch Triangle Park (Industri	al		-	10A. MODIFICATION OF	CONTRACTIONNES
	NC 27709			'	NO.	CONTRACT/ORDER
,,					68-W-01-009 TO	# 17
			•		10B. DATED (SEE ITEM 13)	
CODE FA	CILITY CODE				04/10/02	
		11. THIS ITEM ONLY A	PPLIES TO AMENDM	ENTS OF SOLICI	TATIONS	
	above numbered solicitation is amend at acknowledge receipt of this amendn		•			
MENT TO I	or (c) By separate letter or telegram v BE RECEIVED AT THE PLACE DESIGN TION OF YOUR OFFER. If by virtue of t vided each telegram or letter makes ref	ATED FOR THE RECEIPT OF OI this amendment you desire to ci ference to the solicitation and the	FFERS PRIOR TO THE HO hange an offer aiready su	OUR AND DATE SPE bmitted, such chang	CIFIED MAY RESULT e may be made by telegra	am or
12. ACCOU	JNTING AND APPROPRIATION DATA (ff required)				
	1	3. THIS ITEM APPLIES ON				
(√)	A. THIS CHANGE ORDER IS ISSUE TRACT ORDER NO. IN ITEM 10.	IT MODIFIES THE CONT D PURSUANT TO: (Specify authori A				
X	B. THE ABOVE NUMBERED CONTI appropriation date, etc.) SET FORTH	RACT/ORDER IS MODIFIED TO I	REFLECT THE ADMINIST E AUTHORITY OF FAR 43	RATIVE CHANGES (±	such as changes in paying office	
	c. THIS SUPPLEMENTAL AGREEM	ENT IS ENTERED INTO PURSU	ANT TO AUTHORITY OF:			
	D. OTHER (Specify type of modification a	and authority)				
E. IMPOR	TANT: Contractor [X] is not,	[] is required to sign this do	cument and return	copies to the issu	ing office	
	RIPTION OF AMENDMENT/MODIFICATI			 '	•	
This m	odification hereby change	es the Alternate Task	Order Project Of	ficer from	•	
Frank A	Allen to Linda Kidd.	•				•
						<i>*</i>
Evnent a-	provided barein all terms and access	one of the decument and are a con-	In Ham 04 a-404	-4-4		44.4-
and effect.	provided herein, all terms and condition	ons of the document referenced	in item 9A or 10A, as her	etofore changed, rer	nains unchanged and in f	ull force
15A. NA	ME AND TITLE OF SIGNER (Type or print)	16A	. NAME AND TITL	E OF CONTRACTING OFF	FICER (Type or print)
			C+	IARLES K. HA	YES	
15B. CO	NTRACTOR/OFFEROR	15C	DATE SIGNED 168			16C. DATE SIGNED
				Larles	L. Hayes	AUG 2 2007
NON 7540	(Signature of person authorized to sign)			(Signature of C	Contracting Officer	
	01-152-8070 EDITION UNUSABLE		30-105		•	STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0017, Mod: 0001

Summary Information

Title:

Water Management Divsion Analytical Support

Period of Performance:

From: 04/15/02 To: 03/31/03

Award Date:

04/10/02

Total Funding:

\$205,444.00

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2001 - TCC032	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$9,594.00	•
FY2001 - TCC050	Estimated Cost Fixed Fee		
	Total:	\$77,926.00	
FY2001 - TP2002	Estimated Cost Fixed Fee		
	Total:	\$9,924.00	•
FY2002 - TP2011	Estimated Cost Fixed Fee		
	Total:	\$108,000.00	

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been modified:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: LINDA P. KIDD COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8808

Fax Number: E-Mail Address:

	0	RDER FOR SUPP	LIES OR SER	VICES	;			PAGE	OF PAGES	
IMPORTANT 1.DATE OF OR	: Mark all packages	and papers with contra	act and/or order nur	mbers.						
	์	2. CONTRACT NO. (III a 68-W-01-009		NAME OF	F CONSI	SNEE	6. SHII	P TO:		
3. ORDER NO. 0017		4.REQUISITION/REFEI		MICHAEL H. BIRCH, TOPO D. STREET ADDRESS COLLEGE STATION RD						
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10N 75/2 24 1		_ harle	· L. Ha	**		TITL	E: CONTR	ACTING/ORDERING		
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Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

Summary Information

Title: Period of Performance: Water Management Divsion Analytical Support 04/15/02 03/31/03

From: To:

Award Date: Total Funding:

\$205,444.00

Accounting/Appropriation Data

		Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss Amount		P C
TP2002 TCC050 TCC050 TCC032 TP2011	01 01 01	B B B B B	87FT 04T00RR 04T00RR 04T00RR 87FT	20302B 20301B 20101B 20202B 20201B	0000000 00000000 00000000 00000000 00000		2505 2505 2505 2505 2505 2505	\$9,924.00 \$74,215.00 \$3,711.00 \$9,594.00 \$108,000.00	PPPCC

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2001 - TCC032	Estimated Cost Fixed Fee		Redacted Exemption 4, CBI
	Total:	\$9,594.00	T, C.D.
FY2001 - TCC050	Estimated Cost Fixed Fee		
	Toțal:	\$77,926.00	
FY2001 - TP2002	Estimated Cost Fixed Fee		
	Total:	\$9,924.00	
FY2002 - TP2011	Estimated Cost Fixed Fee		
	Total:	\$108,000.00	

Procurement Management Roles

TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: MICHAEL H. BIRCH COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8552

Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: FRANK R. ALLEN COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8808 Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

Attn: ALAN G. AUWARTER COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8704 Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: DEBORAH A. COLQUITT COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8804 Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.
Attn: CYNTHIA K. GURLEY
61 FORSYTH STREET, SW
ATLANTA, GA 30303--310

Mail Code:
Phone Number: 706-355-8556
Fax Number:
E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: JOHN S. HALL COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8615 Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: JOHN P. MCCONNEY COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8555 Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: HERBERT L. REVELLS COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8840 Fax Number: E-Mail Address:

Attachments

Attachment Type
-----Hours
Invoice Approval Authority

Water Management Divsion Analytical Support Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

SOW, Water Management Division Analytical Support

Subcontractor Consent

Name Туре Amount

MANTECH ENVIR. Cost-Plus-Fixed-Fee \$84,682.00

Task Order Totals

Category Amount

Estimated Cost Fixed Fee

Redacted Exemption 4, CBI

Invoice Approval Authority Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

Not withstanding the appointment of Alternate Task Order Project Officers, only the Contract level Project Officer and Alternate shall have invoice approval authority.

Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

Statement of Work Task Order No. 017 Water Management Division Analytical Support Period of Performance 4/15/2002 - 3/31/2003

PURPOSE

The purpose of this Task Order (TO) is to provide through a buy-in from EPA Region 4 Water Management Division analytical, field, biological, data review/data entry and QA/QC support to the Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support, Task Area II, Data Review Support, Task Area III: Analytical Logistical Support and Task Area IV, QA/QC Support. Attachment One is an estimate of the number of samples and analytes that will require preparation and/or analysis, site visits etc.

STATEMENT OF WORK:

The contractor shall provide analytical chemistry, biological, field sampling, data review and quality assurance support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

TASK 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5. Program management costs shall be identified from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with monthly reports of the above-referenced data and a technical progress report at the same time as the Reports required in Attachment 2.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this Task through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate, complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall revise its QMP and QAPP to reflect any new changes in operation or new requirements or implement an EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2 and requirements outlined

Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

in EPA QA-R5.

The contractor shall implement or revise the existing Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables:

The contractor shall submit to the PO/TOPO all reports defined in the SOW (Attachment 2, Reports of Work Page 2-1 of 5) and monthly status reports including technical progress reports under this TO.

The contractor shall submit to the PO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Environmental Sample Analysis:

Attachment One is an estimate of the number of samples and analytes that will require preparation and/or analysis, site visits etc.

the Internet at the following address: http://www.epa.gov/region4/sesd/sesdpub_guidance.html. The contractor shall perform all extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

<u>Deliverables:</u> The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

Task 3: Biological Support:

The contractor shall perform the following biological activities listed in **B. Biological Support:** of the contract SOW in accordance with the U.S. EPA Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000, and Region IV Standard Operating Procedures for Toxicity Testing Hazardous Waste Assessments, May 1992, Rapid Bioassessment Protocols for Use in Wadeable Streams and Rivers, Second Edition, 841-B-99-002, and Macroinvertebrate Field and Laboratory Methods for Evaluating the Biological Integrity of Surface Water, EPA/600/4-90/030, November 1990, Environmental Investigations Standard Operating Procedures and Quality Assurance Manual, (EISOPQAM), and Analytical Support Branch Operations and Quality Control Manual, These documents are available through the Internet at the following address: http://www.epa.gov/region4/sesd/sesdpub_guidance.html.

The contractor shall perform all analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs or current EPA SESD

Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

quality assurance gudielines.

The contractor shall provide Ceriodaphnia and fathead minnows for acute and chronic toxicity tests by the culturing and maintenance of biological test organisms to assure an adequate, viable supply of the organisms for biological/microbiological testing at the EPA regional laboratories. The contractor shall obtain new test organisms in order to maintain existing laboratory cultures. Culturing activities are performed in accordance with established, approved or regulated methodologies and laboratory SOPs specified in the TO or through TDFs. Collect bioassay samples and/or organisms at specified sites. Perform on-site toxicity testing, algal growth potential and other bioassessment procedures, or endangered species assessments.

The contractor shall develop documents for screening assessments, problem formulation sampling and analysis plans and quality assurance project plans and risk characterizations for ecological risk assessment.

The contractor shall collect biological samples such as mussels, crabs, fish, reptiles and amphibians and shall perform rapid bioassessments per U.S. EPA 841-B-99-002 and Region 4 SOP. In-conjunction with the rapid bioassessment the contractor shall conduct habitat evaluations. The contractor shall perform sorting, taxonomic identification and enumeration of macro invertebrates and fish species. This would also include sample processing such as tissue homogenization and sample shipping.

The contractor shall conduct on-site field sampling, hydrological, cross sectional measurements, geomorphological and sediment sampling, such as suspended and bed load sediment sampling, riparian habitat assessments at specified sites. Measurement of GPS coordinates shall be collected at all sites. The contractor shall provide analysis of soils/sediments for particle size analysis, total organic and inorganic matter, total organic carbon and other physical/chemical parameters as issued in the TDF.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall perform other analytical/biological support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall provide for data entry of results into R4LIMS or other spreadsheets or databases as according to instructions in the SOPS or SOPs.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF. The contractor shall submit any revised SOPs with the test report.

The contractor shall perform the culturing and maintenance of biological test organisms including QC to assure an adequate, viable supply of the organisms for biological testing at the EPA regional laboratory. The contractor shall obtain new test organisms in order to maintain existing laboratory cultures. The contractor shall provide monthly reports and related QC for Standard Reference Toxicity Tests (chronic and acute). Raw and QC data shall be included in the reports as specified in the SOPs, TOs or TDFs.

The contractor shall provide for the sites the following as specified in the TDF:

- 1. Periphyton pigment diversity and AI collections.
- 2. Benthic macroinvertebrate collections.
- 3. fish RBP data and voucher specimens.
- 4. fish and aquatic species collections for metals and organic analysis.
- 5. water samples for nutrient and AGPT analyses.
- 6. habitat evaluations and stream geomorphology measures.7. In-situ water quality measurements.

The contractor shall provide taxonomic lists of benthic macro invertebrates and fish species. The contractor shall perform data reduction, analyzes, and tabulation of results according to 1999 (2nd Ed.) RBPs II and V. The contractor

Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

shall provide IBIs for macros and, where possible, fish.

The contractor shall provide forms and laboratory log books for all recordings including QA/QC documentation required by the SOPs and TDFs, and daily calibration of laboratory instruments.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in C. Field Analytical Support, Field Warehouse Operations Support. and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor shall perform the following field activities in accordance with the previous reference guidance documents.

Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.

Provide field investigation vehicle loading/unloading support. Receives equipment loadout requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed.

Maintain Field Equipment Center (FEC) in a neat and organized manner and track the inventory of supplies in a

computer database for tracking consumables for field projects.

Provide routine field and laboratory instrument/operator maintenance incidental to other assigned tasks including

log in of maintenance and calibration records.

Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.

Provide field and analytical support. Conduct pH, DO, turbidity, temperature, conductivity, water level measurements and similar testing and air monitoring. Collect and preserve water, soil/sediment, waste, and leachate samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of field equipment

Precisely locate and document sampling sites and features of sites. GPS coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.

Provide Field Analytical Screening Project (FASP) analysis support. Support will include conducting a variety

of organic and inorganic chemical analyses using equipment listed in the SOW Attachments 3, 4, 5. Analytical support may be provided at both fixed and field laboratory sites.

Provide for operation, management, and maintenance of mobile laboratories listed in the GFP.

Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.

Process and enter analytical data and its associated location information into a GIS or EMAP environmental system, necessary to display analytical data source maps and tables. Generate source maps using ARCINFO, AUTOCAD, or other commercially available software.

Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite); Package and ship field samples, including document management, and return coolers.

Frequent travel within Region IV is required. The contractor will coordinate with Project Leaders for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/Mantech.

<u>Deliverables</u>: The contractor shall prepare and submit reports associated with the above list of tasks as per F. <u>Deliverables</u> in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

Deliverables: The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed

Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

<u>Deliverables:</u> The contractor shall prepare and deliver to the PO and TOPO a summary of information provided under each TDF within five (5) days of completion.

Task 7: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

Task 8: Sample Custodian and File Manager:

The contractor shall perform sample custodial duties at SESD for environmental samples in accordance with the SOPs specified above. The contractor shall receive environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS and refrigerator/freezer log and store the samples in the appropriate refrigerators, freezers, or shelves. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall meet "all" HAZMAT safety procedures for handling of materials such as alcohol or formalin. The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

<u>Deliverables:</u> The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with HAZMAT SOP requirements.

Task 9: Data Validation:

The contractor shall conduct technical review and validation of analytical data generated through the non-Contract Laboratory Program (CLP), regional laboratory contracts, and other sources.

The contractor shall examine the data package to determine if the required data and documentation are present. If information is missing, the contractor shall immediately notify the TOPO, through an interim deliverable listing the information required to complete the data validation. This includes tracking the status of data packages to include due dates, lateness, data validation reports, missing data for samples, PE samples or field QC samples.

The contractor shall when perform electronic validation of deliverables when available (e.g., diskettes, CD ROM) or data packages using (including data packages generated electronically) electronic validation assessment software provided by the EPA, in accordance with the regional SOPs, TO and/or software documentation.

Upon completion of validation, the contractor shall submit the required data validation report(s) to the TOPO within the time frames specified in the TO or TDF. When revisions or corrections are required, data validation documents or data packages will be returned to the contractor with written directions indicating the necessary revisions/corrections in accordance with a TDF. The contractor shall make the necessary revisions/corrections and submit the corrected data validation report to the TOPO. The contractor shall update any electronic tracking system if required under the task order. The contractor shall transfer electronic data as specified in the SOW, TO, guidance or TDF.

The contractor shall produce reports summarizing statistical (or mathematically derived) information resulting from data

Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

validation and/or data review activities.. The type of information required by such reports shall include the number of samples for which data were rejected, estimated and/or the number of rejected/estimated analytes by fraction (volatiles, semivolatiles, pesticide/PCBs, dioxins, metals, cyanide, or other parameters). The contractor shall specify the reasons for qualification or rejection of analytical data and may be required to provide a statistical or mathematical summary of this information. Several quality indicators such as surrogate recoveries, holding time exceeded, adherence to initial and continuing calibration requirements, contamination issues, accurate identification and quantitation of target analytes, internal standard response factors, temperature/preservation requirements, % moisture content, volatile head space, matrix spike/matrix spike duplicate recoveries and precision, and evaluation of duplicate sample precision may be used to determine, on a mathematical or statistical basis, the overall quality of the analytical data set. To expedite this process, EPA may require the contractor to employ available/existing electronic data assessment TOPOs.

The contractor shall inventory the data packages for completeness, conduct evidentiary audits, repackage for archival storage, and transport analytical and QA-related data to/from designated records storage facilities in accordance with EPA contract requirements and SOPs at EPA facilities which may include EPA acquired off-site facilities. The contractor will be required to physically lift, move, and transport boxes of data and/or reports to EPA off-site facilities for data storage/archiving purposes as needed. All packages will be inventoried and boxed according to Federal Records Center requirements.

Task 10: Data Entry:

The contractor shall provide manual and/or electronic analytical data entry into R4LIMS and clerical support as required to complete technical and reporting requirements for all data review packages assigned by a TDF. This will include initial data entry and verification.

Attachment 1

TASK ORDER NO. 17 WATER MANAGEMENT DIVISION ESTIMATED ANALYTICAL/FIELD SUPPORT Period of Performance: 4/1/2002 -3 /31/2003

1 criod of Performance: 4/1/2002 -3	731/2003	Andrew Text
TYPE ANALYSIS/SUPPORT	TMDL SAMPLES	WATER SAMPLES
Metal Digestions	0	48
Percent Moisture	150	25
TSS or SSC	130	25
TDS	90	0
Mercury	240	0
Turbidity	0	50
NH ₃ N	117	189
NO ₂ +NO ₃ -N	731	232
NO ₃ -N	35	25
NO ₂ -N	35	25
Diss - P	145	25
ТР	145	25
TKN	261	232
ANALYTICAL SUPPORT	2079	* 2
Culture/Toxicity (6 months of support)	0	1
Macroinvertebrate Sorting & ID (genus level - 200 aliquot)	10	0
Macroinvertebrate ID (genus level)	40	0
Chlorophyll Analysis	40	0
FORMS/Sample Packing/Shipping Support/(trips)	3	0
TOTAL BIOLOGY SUPPORT	93	<i>Selvie</i> 1.
Bedload/PSA	0	178
TOTAL SOIL/SEDIMENT SUPPORT		7: 178
Items Deconned	200	900
Load-ins/Load ins/Decon	2	9

SOW, Water Management Division Analytical Support Contract: 68-W-01-009, Task Order: 0017

Lead PR Number: PR-R4-02-10140

CAFOs with geoprobe support with travel to North Carolina (2 people)	0	5
TOTAL FIELD SUPPORT	202	914
Data Review - Inorganic Samples	750	150
Inorganic Evidentiary Audits	15	10
TOTAL DATA AUDITS/REVIEW TESTS	765	160

2. AMENDMENT/MODIFICATION NO. 0008	2 FEFFORMS - 4 TO				j !
	3. EFFECTIVE DATE See Block 16C	4. REQUIS	REQUISITION/PURCHASE REQ. NO. 5. PROJECT NO. (# applicable		5. PROJECT NO. (# applicable)
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J.S. EPA Region IV		,			
Procurement Section 14th Floo	or Atlanta Federal Center	·			
51 Forsyth St., SW		ŀ			
Atlanta, GA 30303				•	•
. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(√)	9A. AMENDMENT OF	SOLICITATION NO.
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SYSTEM				9B. DATED (SEE ITEM 11)	
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Research Triangle Park (Indust	rial		✓ 10A. MODIFICATIO		CONTRACT/ORDER
rea), NC 27709			ļ	NO.	
				68-W-01-009 TO# 16	
			1	10B. DATED (SEE ITEM 13) 03/01/02	
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[] The above numbered solicitation is amen	ided as set forth in Item 14. The hour and date in identified in the identified in t	specified for receip	t of Offers [] is extended, [] is not	extended.
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	13. THIS ITEM APPLIES ONLY TO MOD	DIFICATIONS OF	CONTRAC	TS/ORDERS,	
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Data Validation/Data Entry/Eco Risk Support

Contract: 68-W-01-009, Task Order: 0016, Mod: 0008

Summary Information

Title:

Data Validation/Data Entry/Eco Risk Support

Period of Performance:

From: 03/01/02 To:

09/30/03 03/01/02

Award Date:

Total Funding:

\$1,053,817.00

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2001 - F0R051	Estimated Cost Fixed Fee		Redacted Exemption 4, CBI
	Total:	\$36,606.00	
FY2002 - DK2062	Estimated Cost Fixed Fee		
	Total:	\$4,999.00	
FY2002 - DT2026	Estimated Cost Fixed Fee		
	Total:	\$577,183.00	
FY2002 - F0R197	Estimated Cost Fixed Fee		
	Total:	\$224,704.00	
FY2003 - F0R127	Estimated Cost Fixed Fee		
	Total:	\$200,000.00	
FY2003 - F0R173	Estimated Cost Fixed Fee		
	Total:	\$10,325.00	

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been modified:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ELMER W. AKIN 61 FORSYTH STREET, SW 30303--310 ATLANTA, GA

Date Role Ended: 06/30/03

Data Validation/Data Entry/Eco Risk Support Contract: 68-W-01-009, Task Order: 0016, Mod: 0008

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: SHARON R. THOMS 61 FORSYTH STREET, SW 30303 ATLANTA, GA

Mail Code:

Phone Number: 404-562-8666

Fax Number: E-Mail Address:

AMENDMENT OF SOLIC	TATION/MODIFICATION	ON OF CONTRA	ACT	1. CONTR	ACT ID CODE	PAGE OF PA	AGES
2. AMENDMENT/MODIFICATION NO. 0007	3. EFFECTIVE DATE See Block 16C		4. REQUIS		HASE REQ. NO.	5. PROJEC	T NO. (If applicable)
6. ISSUED BY U.S. EPA Region IV Procurement Section 14th Flo 61 Forsyth St., SW Atlanta, GA 30303	CODE	nter	7. ADMINIS	STERED BY (If other than item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR	(No., street, county, State and ZIP Code)		<u>-1</u>	(√)	9A. AMENDMENT OF	SOLICITATION	ON NO.
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501					9B. DATED (SEE ITEM 11)		
Research Triangle Park (Indus Area), NC 27709	trial			1	10A. MODIFICATION OF NO. 68-W-01-009 TO# 10B. DATED (SEE (TEM 19) 03/01/02		DRDER
CODE FACILITY CODE	11. THIS ITEM ONLY						
Offers must acknowledge receipt of this amer (a) By completing items 8 and 15, and returnir submitted; or (c) By separate letter or telegram MENT TO BE RECEIVED AT THE PLACE DESI IN REJECTION OF YOUR OFFER. If by virtue letter, provided each telegram or letter makes 12. ACCOUNTING AND APPROPRIATION DAT See the section, Accounting/A	g copies of the amend n which includes a reference to to SMATED FOR THE RECEIPT OF of this amendment you desire to reference to the solicitation and A (K required) Depropriation Data, in to	Iment; (b) By acknowle the solicitation and an OFFERS PRIOR TO TI change an offer alrea is this amendment, and the attachment	edging receipt nendment nun HE HOUR AND dy submitted, is received po	of this amen nbers. FAILU DATE SPE such chang rior to the op	ndment on each copy of t IRE OF YOUR ACKNOWLI CIFIED MAY RESULT e may be made by telegra pening hour and date spec	he offer EDG- im or	
	13. THIS ITEM APPLIES O						
(/) A. THIS CHANGE ORDER IS ISS TRACT ORDER NO. IN ITEM	JED PURSUANT TO: (Specify auth						
B. THE ABOVE NUMBERED CON appropriation date, etc.) SET FORT	ITRACT/ORDER IS MODIFIED TO TH IN ITEM 14, PURSUANT TO TO			CHANGES (s	uch as changes in paying office,		
c. THIS SUPPLEMENTAL AGRE	EMENT IS ENTERED INTO PURS	SUANT TO AUTHORITY	Y OF:				
D. OTHER (specify type of modification X FAR "52.232-22 "Limit							
E. IMPORTANT: Contractor [X] is not,	[] is required to sign this o	document and return _	copies	s to the issui	ng office.		
14. DESCRIPTION OF AMENDMENT/MODIFICA This modification provides incl					sible.)		
Except as provided herein, all terms and condi	tions of the document reference	ed in Item 9A or 10A, a	s heretofore o	changed, ren	nains unchanged and in f	uli force	
and effect. 15A. NAME AND TITLE OF SIGNER (Type or pr	int)		16A. NAM	E AND TITL	E OF CONTRACTING OFF	ICER (Type or	print)
5B. CONTRACTOR/OFFEROR	15	C DATE SIGNED	16B. UNIT	ulus_	OF AMERICA Ontracting Officer		16C. DATE SIGNED
(Signature of person authorized to sign) NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE	<u> </u>	30	-105	(Signature of C	ORIGINA ORIGINA	STANDARD Prescribed I FAR (48 CFF	FORM 30 (REV 10-83) by GSA

Lead PR Number: PR-R4-03-10153

Summary Information

Title:

Data Validation/Data Entry/Eco Risk Support

Period of Performance:

From: 03/01/02

To:

09/30/03

Award Date:

03/01/02

Total Funding:

\$1,053,817.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#		Program Element		Cost Org	Obj Clss	Amount	P / C -
Base	F0R173	03	T	72F	50102D	HOOOLAOO		2505	\$10,325.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2001 - F0R051	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$36,606.00	
FY2002 - DK2062	Estimated Cost Fixed Fee		
	Total:	\$4,999.00	
FY2002 - DT2026	Estimated Cost Fixed Fee		
	Total:	\$577,183.00	
FY2002 - F0R197	Estimated Cost Fixed Fee		
	Total:	\$224,704.00	•
FY2003 - F0R127	Estimated Cost Fixed Fee		
	Total:	\$200,000.00	
FY2003 - F0R173	Estimated Cost Fixed Fee		
	Total:	\$10,325.00	

[M] - Modified

[A] - Added

AMENDMENT OF SOLICIT	TATION/MODIFICATION	ON OF CONTRA	СТ	1. CONTRACT		PAGE OF PAGES		
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE See Block 16C		PR-R4-03-10140					
6. ISSUED BY	CODE		7. ADMINI	STERED BY (# of	her than item 6) CODI	E[
U.S. EPA Region IV Procurement Section 14th Floo 61 Forsyth St., SW Atlanta, GA 30303	or Atlanta Federal Ce	nter						
8. NAME AND ADDRESS OF CONTRACTOR	No. street, county, State and ZIP Code)		(v') 9A	AMENDMENT C	OF SOLICITATION NO.		
8. NAME AND ADDRESS OF CONTRACTOR								
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501				·	B. DATED (SEE ITEM 11			
Research Triangle Park (Indust	trial			10		F CONTRACT/ORDER		
Area), NC 27709				6	NO. 8-W-01-009 TC	O# 16		
		•			B. DATED (SEE ITEM	13)		
				 º	3/01/02			
CODE FACILITY CODE	11. THIS ITEM ONL	Y APPLIES TO AME	NDMENTS	OF SOLICITA	ATIONS			
[] The above numbered solicitation is ame Offers must acknowledge receipt of this ame	aded as set forth in item 14. T	he hour and date specif	ied for recei	pt of Offers []	is extended, [] is i	not extended.		
IN REJECTION OF YOUR OFFER. If by virtue of letter, provided each telegram or letter makes 12. ACCOUNTING AND APPROPRIATION DAT See the section, Accounting/A (/) A. THIS CHANGE ORDER IS ISS TRACT ORDER NO. IN ITEM X. FAR 52.243-2 " Chang B. THE ABOVE NUMBERED CO. appropriation date, etc.) SET FOR c. THIS SUPPLEMENTAL AGRE D. OTHER (specify type of modification)	A (I required) ppropriation Data, in 13. THIS ITEM APPLIES IT MODIFIES THE C SUED PURSUANT TO: (Specify a 10A Jes - Cost Reimburse NTRACT/ORDER IS MODIFIED TH IN ITEM 14, PURSUANT TO EEMENT IS ENTERED INTO PU	the attachment ONLY TO MODIFIC ONTRACT/ORDER I WHOTHLY THE CHANGES EMENT ALT (APF TO REFLECT THE ADM THE AUTHORITY OF F	t on Pag ATIONS O NO. AS DE SET FORTH I 1984) MINISTRATIV AR 43.103(b	e 2. F CONTRACT SCRIBED IN I IN ITEM 14 ARE	S/ORDERS, TEM 14. MADE IN THE CON-			
E. IMPORTANT: Contractor [X] is not,	, [] is required to sign th	is document and return		ies to the issuin				
14. DESCRIPTION OF AMENDMENT/MODIFIC This modification adds 3,448 L attached SOW and increases f expenditure limit increased to	tunding by the amou	eadings, including solicitation total of 18,960 nt of \$200,000.	Acontract subjection and distributed in the core	a meiter where feas: ional data itract ceilin	review suppo g has increas	rt in accordance with the ed to \$1,053,817 and the		
Except as provided herein, all terms and con and effect.		nced in Item 9A or 10A	, as heretofo	re changed, rem	nains unchanged and	in tull force OFFICER (Type or print)		
15A. NAME AND TITLE OF SIGNER (Type or	print)			LES K. HA				
15B. CONTRACTOR/OFFEROR		15C DATE SIGNED		INITED STATES	OF AMERICA	16C. DATE SIGNED		
15B. CONTRACTOR/OFFEROR				Karles .	K. Hayes	JUN 1 0 2000		
(Signature of person authorized to sign)		<u> </u>	30-105	(Signature of C	ontracting Officer)	STANDARD FORM 30 (REV 10-83)		

Contract: 68-W-01-009, Task Order: 0016, Mod: 0006

Lead PR Number: PR-R4-03-10140

Redacted **Exemption 4, CBI**

Summary Information

Title:

Data Validation/Data Entry/Eco Risk Support

Period of Performance:

From: 03/01/02 09/30/03

Award Date:

03/01/02

Total Funding:

\$1,043,492.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#		Program Element	Site/ Project	Cost Org	Obj Clss	Amount	/ C
	F0R127	03	 Т	72F	50102D	HQ00LA00		2505	\$200,000.00	С

Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R051	[M] Estimated Cost [M] Fixed Fee	
	Total:	\$36,606.00
FY2002 - DK2062	[M] Estimated Cost [M] Fixed Fee	
	Total:	\$4,999.00
FY2002 - DT2026	[M] Estimated Cost [M] Fixed Fee	
	Total:	\$577,183.00
FY2002 - F0R197	[M] Estimated Cost [M] Fixed Fee	
	Total:	\$224,704.00
FY2003 - F0R127	[M] Estimated Cost [M] Fixed Fee	
	Total:	\$200,000.00

[M] - Modified

[A] - Added

Attachments

The following item(s) have been added:

Attachment Name

Additional Data Review Support

Lead PR Number: PR-R4-03-10140

TO Totals

The following item(s) have been modified:

Category	POP	From	Ву	To
Estimated Cost Fixed Fee	Base Pd. Base Pd.	Redacted Exemption 4, CBI		

TO Classification

The following changes have occurred:

The Task Order Ceiling has changed from \$843,492.00 to \$1,053,817.00.

Contract: 68-W-01-009, Task Order: 0016, Mod: 0006

Lead PR Number: PR-R4-03-10140

Statement of Work Task Order No. 0016, Mod 0006 for Additional Eco-Risk Support and to

PURPOSE

The purpose of this modification is to request additional data review support in Task Order 16. Funding will be added to the Task Order to perform the tasks described in the Statement of Work below. The contractor shall perform and provide support services to the EPA Region 4 or other Government entities under the provision of the contract Statement of Work (SOW) in Task Area II: Data Review, Task Area III: Analytical Logical Support and Task Area IV: QA/QC Support.

Statement of Work for Additional Support - Audit and Review of CLP Data

Listed below is EPA's estimation of the number of additional cases for PE samples, evidentiary audits, the numbers of samples for data review and data entry that will be received during the performance period of this Task Order.

Task	Kett:	भूतातारिक रहा स्ट बतागृहाः
Organic Evidentiary Audits/Reviews	120	2300
Inorganic Evidentiary Audits/Reviews	115	2400
Dioxin Evidentiary Audits/Reviews	15	300
vota - Audits/Reviews	250	5000

Included in the above estimate is 5 PRP cases for inorganic and 5 PRP cases for organic data review of 20 samples per case.

Deliverables:

See original TO 16 for deliverables.

AMENDMENT OF SOLICIT	ATION/MODIFICATION OF C	ONTRACT	1. CONTRACT ID	CODE PAGE OF	PAGES
AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE See Block 16C	4. REQU	SITION/PURCHASE F	REQ. NO. 5. PROJ	ECT NO. (# applicable)
0005 ISSUED BY	CODE	7. ADMIN	ISTERED BY (If other	than item 6) CODE	
U.S. EPA Region IV Procurement Section 14th Floo 61 Forsyth St., SW Atlanta, GA 30303			•	·	
B. NAME AND ADDRESS OF CONTRACTOR (A	io., street, county, State and ZIP Code)		(√) 9A.	AMENDMENT OF SOLICITA	ATION NO.
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501			9B. C	DATED (SEE ITEM 11)	
Research Triangle Park (Indust	rial			MODIFICATION OF CONTRA	CT/ORDER
Area), NC 27709	, idi			NO. W-01-009 TO# 16	
Area), NO 27703		•	1 55	DATED (SEE ITEM 13)	
			03/	01/02	
CODE FACILITY CODE	11. THIS ITEM ONLY APPLIES	S TO AMENDMENT	S OF SOLICITATI	ONS	
[] The above numbered solicitation is amer	11. THIS ITEM ONLY APPLIES	date specified for rec	eipt of Offers [] is e	extended, [] is not extende	d.
MENT TO BE RECEIVED AT THE PLACE DESIGN REJECTION OF YOUR OFFER. If by virtue of letter, provided each telegram or letter makes 12. ACCOUNTING AND APPROPRIATION DATA	A (If required)				
N/A	13. THIS ITEM APPLIES ONLY TO	MODIFICATIONS	OF CONTRACTS	ORDERS,	
	IT MODIFIES THE CONTRACT JED PURSUANT TO: (Specify authority) THE	CHANGES SET FORT	H IN ITEM 14 ARE MA	DE IN THE CON-	
TRACT ORDER NO. IN ITEM	IUA				
appropriation date, etc.) SET FOR	NTRACT/ORDER IS MODIFIED TO REFLEC I'H IN ITEM 14, PURSUANT TO THE AUTH	OAITT OF TAIL TOIL TO	b).		
	EMENT IS ENTERED INTO PURSUANT TO	AUTHORITY OF:			
D. OTHER (Specify type of modification	n and authority)				
E. IMPORTANT: Contractor [X] is not,	[] is required to sign this documen		pies to the issuing (office.	
14. DESCRIPTION OF AMENDMENT/MODIFIC	ATION (Organized by UCF section headings, included the section headings).	ling solicitation/contract sub	ect matter where feasible.)	
Task Order Totals have been n	nodified to read as follows:			•	
Estimated Cost changed from	!				
Fixed Fee changed from '		•			.*
				*	
•					
	,				
Except as provided herein, all terms and con-	litions of the document referenced in Iter	n 9A or 10A, as hereto	fore changed, remain	ns unchanged and in full force	•
and effect. 15A. NAME AND TITLE OF SIGNER (Type or		16A.	NAME AND TITLE O	F CONTRACTING OFFICER (Type or print)
	·		RLES K. HAY		16C. DATE SIGNED
15B. CONTRACTOR/OFFEROR	. 15C DA	ATE SIGNED 16B.	UNITED STATES OF	. Hayes	NOV 2 0 200
(Signature of person authorized to sign)			(Signature of Cont	racting Officed STAN	DARD FORM 30 (REV 10-83)
NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE	•	30-105		Presc	ribed by GSA 48 CFR) 52.243



nmary Information

<pre>:le: :iod of Perfo rd Date: :al Funding:</pre>		From: To:	Data Val 03/01/02 09/30/03 03/01/02 \$843,492		Entry/Eco Ris	k Suppo	rt		- -
ding Breakou	ıt								
t.Info	Funding	Catego	ory		Amount		Redacte	3	_
001 - F0R051	[M] Esti	mated	Cost]	Exemption 4	, CBI	
	Total:				\$36,606.00				_
002 - DK2062	[M] Fixe	d Fee					•		
	Total:	~			\$4,999.00				
002 - DT2026	[M] Fixe	d Fee			·				
	Total:				\$577,183.00		·		
002 - F0R197	[M] Fixed	d Fee			***				
	Total:				\$224,704.00				
•								•	
- Modified - Added								•	
otals								-	
following ite	m(s) have	been	modified	<i>:</i>				·	
gory	POP		•	From		Ву		То _	
mated Cost d Fee	Base P			Redacted Exemption 4,		 -		 ,	
·			•						

Page: 2

. 3 2002 10-83)

SIGNED

Contract: 68-W-01-009, Task Order: 0016, Mod: 0004

Lead PR Number: PR-R4-03-10015

Redacted Exemption 4, CBI

Summary Information

Title:

Data Validation/Data Entry/Eco Risk Support

Period of Performance:

From: 03/01/02

To:

09/30/03

Award Date:

03/01/02

Total Funding:

\$843,492.00

Accounting/Appropriation Data

The following item(s) have been added:

•										P
					Program	Site/	Cost	Obj		/
POP	DCN	BFYS	Appr.#	Org	Element	Project	Org	Clss	Amount	C
										-
Base	F0R197	02	TC	72F	50102D	HQ00BM00		2505	\$131,333.00	С

Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R051	[M] Estimated Cost [M] Fixed Fee	
	Total:	\$36,606.00
FY2002 - DK2062	<pre>[M] Estimated Cost [M] Fixed Fee</pre>	
	Total:	\$4,999.00
FY2002 - DT2026	[M] Estimated Cost [M] Fixed Fee	
	Total:	\$577,183.00
FY2002 - F0R197	[M] Estimated Cost [M] Fixed Fee	
	Total:	\$224,704.00

[M] - Modified

[A] - Added

Attachments

The following item(s) have been added:

TO Totals

The following item(s) have been modified:

Lead PR Number: PR-R4-03-10015

From То Category

Estimated Cost Base Pd. Redacted Fixed Fee Base Pd. **Exemption 4, CBI**

TO Classification

The following changes have occurred:

The Task Order Ceiling has changed from \$712,159.00 to \$843,492.00.

The Anticipated Expiration Date has changed from 02/28/03 to 09/30/03.

Contract: 68-W-01-009, Task Order: 0016, Mod: 0004

Lead PR Number: PR-R4-03-10015

Statement of Work <u>Task Order No. 016, Modification</u> for Additional Eco-Risk Support

PURPOSE

The purpose of this modification is to request additional services in Task Order 16. Funding will be added to the Task Order to perform the tasks described in the Statement of Work below. The contractor shall perform and provide support services to the EPA Region 4 or other Government entities under the provision of the contract Statement of Work (SOW) in Task Area II: Data Review, Task Area III: Analytical Logical Support and Task Area IV: QA/QC Support.

Statement of Work for Additional Support - Preparation and Review of Biological Assessments

The contractor shall provide QA/QC technical reviews of RI/FS work plans, RI/FS reports, risk assessment reports and RODs developed during remediation or pre-remediation activities in accordance with prescribed U.S. EPA Region 4 procedures. Contractor will meet with EPA staff to discuss reports or reviews. Occasional site visits to conduct site assessments, and participate in sample collection efforts in support of the ecological risk assessments will require travel. Contractor shall develop training materials for eco risk assessment and present the material in workshops to EPA staff, State agencies and/or other parties designated by EPA.

Risk Assessment Elements Control	ស្រាំក្រុមទីញាលីទីមិលផ្ទះពេល
Eco-Risk Document Reviews	30
Eco-Risk On-site Visits	10
Conduct Workshop Sessions for State Agencies	25*
On-Site Sampling Support Trips	10
The Carrolal Elements (1982) Services	

^{*} Seven of the 25 sessions are expected to be conducted at EPA Atlanta or Athens.

Deliverables:

Complete, up-to-date eco-risk training materials to be used as handouts at workshop sessions to be conducted for various EPA staff, State agencies or other parties designated by EPA. Provide critical technical review of documents that include and relate to the ecological risk assessment for hazardous waste sites as defined in the guidance documents and the TDFs issued by EPA.

The Contractor shall perform the risk assessment activities in accordance with the following guidance documents: Ecological Risk Assessment Guidance for Superfund: Process for Designing and Conducting Ecological Risk Assessments, Interim Final, EPA 540-R-97-006, June 1997, and the regional guidance, Supplemental Guidance to RAGS: Region IV Bulletins for Ecological Risk Assessments.

http://www.epa.gov/region4/waste/ots/otsguid.htm.

AMENDMENT OF SOLICITATIO	N/MODIFICATIO	N OF CONTRA	CT	1. CONTR	ACT ID CODE	PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE			TION/PURCI	HASE REQ. NO.	5. PROJECT NO. (# app	licable)
0003	See Block 16C		PR-R4-0	2-10321			
6. ISSUED BY CODE			7. ADMINIS	TERED BY	if other than item 6) CODE	<u> </u>	
U.S. EPA Region IV							
Procurement Section 14th Floor Atla	nta Federal Cen	ter	1				
			l			,	
61 Forsyth St., SW					•		
Atlanta, GA 30303							
8. NAME AND ADDRESS OF CONTRACTOR (No., street	, county, State and ZIP Code)			(1)	9A. AMENDMENT OF	SOLICITATION NO.	
INTEGRATED LABORATORY					OD DATED 1055 STILLS		
SYSTEM					9B. DATED (SEE ITEM 11)		
P.O. BOX 13501							
Research Triangle Park (Industrial				/	10A. MODIFICATION OF	CONTRACT/ORDER	
Area), NC 27709				İ	68-W-01-009 TO	# 16	
•					10B. DATED (SEE ITEM 13		
				1	03/01/02	•	
CODE FACILITY CODE]		
4	1. THIS ITEM ONLY	APPLIES TO AME	NDMENTS	OF SOLIC	ITATIONS		
() The above numbered solicitation is amended as	set forth in item 14. The	hour and date specif	fied for receip	ot of Offers	[] is extended, [] is no	et extended.	
Offers must acknowledge receipt of this amendment p	rior to the hour and date	specified in the solid	citation or as	amended, b	y one of the following me	noas:	
	Includes a reference to t	he enlichation and ar	nendment nu	mbers. FAIL	URE OF YOUR ACKNOW!	.EDG•	
MENT TO BE RECEIVED AT THE PLACE DESIGNATED	FOR THE RECEIPT OF	change an offer sires	dv submitted	l. such chan	ne may be made by telegi	am or	
IN REJECTION OF YOUR OFFER. If by virtue of this all letter, provided each telegram or letter makes reference.	menoment you desire to ce to the solicitation and	this amendment, and	i is received p	orior to the c	pening hour and date spe	cified.	
12. ACCOUNTING AND APPROPRIATION DATA (# requi	ired)		_	_			
See the section, Accounting/Approx	oriation Data, in 1	he attachment	t on Page	2.			
13. T	HIS ITEM APPLIES C	NLY TO MODIFIC	ATIONS OF	CONTRA	CTS/ORDERS,		
	MODIFIES THE CO	NTRACT/ORDER	NO. AS DES	CRIBEDI	NITEM 14.		
(/) A. THIS CHANGE ORDER IS ISSUED PU	IRSUANT TO: (Specify auti	nority) THE CHANGES	SETFORTHI	NIIEM 14 A	RE MADE IN THE CON-		
B. THE ABOVE NUMBERED CONTRACT appropriation data, etc.) SET FORTH IN IT.	r/order is modified to EM 14, pursuant to t	O REFLECT THE ADM HE AUTHORITY OF F	AR 43.103(b).	CHANGES	(such as changes in paying onic	•	
c. THIS SUPPLEMENTAL AGREEMENT	IS ENTERED INTO PURS	SUANT TO AUTHORIT	Y OF:				
D. OTHER (Specify type of modification and aut	thority)						
X FAR 52.232-22 "Limitation	of Funds"						
				4- 41- 1			
E min Ontractit Comments] is required to sign this			es to the iss			
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section head	fings, including solicitation	/contract subject	matter where f	pesible.)		
This modification adds incremental	funding in the a	mount of \$93,	371 whic	h tully		•	
funds the task order ceiling amount	t of \$712,159.						
						•	
•							
							•
						Ault donne	
Except as provided herein, all terms and conditions of and effect.	of the document reference	ed in item 9A or 10A,					<u> </u>
15A. NAME AND TITLE OF SIGNER (Type or print)		•	16A. NA	AME AND TI	LE OF CONTRACTING O	THOSE (Type or print)	
	,		CHAR	LĘS K. H	AYES		
15B. CONTRACTOR/OFFEROR	li I	5C DATE SIGNED	16B. UI	NTED STAT	ES OF AMERICA	16C. D	ATE SIGNED
ion. Commonored i and	ľ			V O.	Y. Hayes	_ SEP	9 9 300
			ساسا	ISlaneture	of Contracting Officer	_ .3EP	2 3 2002
(Signature of person authorized to sign)			 30-105	(Jigrature t	, TO	STANDARD FORM 30	(REV 10-83)
NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE			- 3 - 3 -			Prescribed by GSA FAR (48 CFR) 52.243	

Lead PR Number: PR-R4-02-10321

Summary Information

Title:

Data Validation/Data Entry/Eco Risk Support

Redacted **Exemption 4, CBI**

Period of Performance:

From: 03/01/02 02/28/03

To:

03/01/02

Award Date:

Total Funding:

\$712,159.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#		Program Element	Site/ Project	Cost Org	Obj Clss	Amount	/ C
	E0B197	02	TC	72F	50102D	HQ00BM00		2505	\$93,371.00	P

Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R051	Estimated Cost Fixed Fee	
	Total:	\$36,606.00
FY2002 - DK2062	Estimated Cost Fixed Fee	
	Total:	\$4,999.00
FY2002 - DT2026	Estimated Cost Fixed Fee	
	Total:	\$577,183.00
FY2002 - F0R197	Estimated Cost Fixed Fee	
	Total:	\$93,371.00

[M] - Modified

[A] - Added

	TATION (** ** ** ** ** ** ** ** ** ** ** ** **	ON OF CONTRA	CT	1. CONTRA	ACT ID CODE	PAGE OF PAG	ES
AMENDMENT OF SOLICI				EITION/PURE	HASE BEO. NO	5 PROJECT	NO. (If applicable)
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO. 5. PROJECT NO. (# appl				
0002	See Block 160	<u> </u>			If other than Item 6) CODE		
6. ISSUED BY	CODE		1		, , , , , , , , , , , , , , , , , , , ,		· .
U.S. EPA Region IV Procurement Section 14th Flo 61 Forsyth St., SW Atlanta, GA 30303	or Atlanta Federal Ce	enter					
				140	9A. AMENDMENT OF	SOLICITATIO	N NO.
8. NAME AND ADDRESS OF CONTRACTOR	(No., street, county, State and ZIP Code	7		(√)			
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501					9B. DATED (SEE ITEM 11)		
Research Triangle Park (Indus	strial	•			10A. MODIFICATION OF	CONTRACT/O	RDER
Area), NC 27709	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				NO.		
Alea), NO 27703					68-W-01-009 TO		
					10B. DATED (SEE ITEM 13)	•
				+	03/01/02		
CODE FACILITY CODE	11. THIS ITEM ONL	Y APPLIES TO AME	NDMENTS	OF SOLIC	ITATIONS		
[] The above numbered solicitation is amo	ended as set forth in Item 14. T	he hour and date speci	fied for recei	pt of Offers	[] is extended, [] is no	ot extended.	
(a) By completing Items 8 and 15, and returni submitted; or (c) By separate letter or telegra MENT TO BE RECEIVED AT THE PLACE DES IN REJECTION OF YOUR OFFER. If by virtue letter, provided each telegram or letter makes	im which includes a reference to GIGNATED FOR THE RECEIPT Of this amondment you desire	to change an offer alrea	ne noon ar dv submitte	d. such chanc	e may be made by telegr	am or	
12. ACCOUNTING AND APPROPRIATION DA' See the section, Accounting/A	IA (Mrequired) Appropriation Data in	the attachmen	t on Pag	e 2.			
See the section, Accounting/A	13. THIS ITEM APPLIES	ONLY TO MODIFIC	ATIONS O	F CONTRA	CTS/ORDERS.		
	IT MODIFIES THE C	ONTRACT/ORDER I	NO. AS DE	SCRIBED IN	NITEM 14.		
A. THIS CHANGE ORDER IS IS: TRACT ORDER NO. IN ITEM	SUED PURSUANT TO: (Specity a	uthority) THE CHANGES	SET FORTH	IN ITEM 14 AF	RE MADE IN THE CON-		
B. THE ABOVE NUMBERED CO appropriation date, etc.) SET FOR	ONTRACT/ORDER IS MODIFIED RTH IN ITEM 14, PURSUANT TO	TO REFLECT THE ADM THE AUTHORITY OF F	MINISTRATIV AR 43.103(b)	E CHANGES (such as changes in paying offic	- ,	
c. THIS SUPPLEMENTAL AGRI	EEMENT IS ENTERED INTO PU	RSUANT TO AUTHORIT	Y OF:				
D. OTHER (Specify type of modificat X FAR 52.232-22 "Limit		· · · · · · · · · · · · · · · · · · ·					
E. IMPORTANT: Contractor [X] is not	t, [] is required to sign thi	is document and return	сор	ies to the issu	uing office.		
14. DESCRIPTION OF AMENDMENT/MODIFIC				t matter where fe	asible.)		
This modification hereby trans	sfers funding in the a	mount of \$36,6	06 from '	Task			
Order 0002 to Task Order 0016	6. The Task Order Co	eiling of \$712,15	9 remaii	ns	•		
unchanged.							
-							
	•						
Except as provided herein, all terms and con	ditions of the document referen	nced in Item 9A or 10A,	as heretofor	e changed, re	emains unchanged and in	full force	
15A. NAME AND TITLE OF SIGNER (Type or	print)		16A. NA	AME AND TITI	LE OF CONTRACTING OF	FICER (Type or)	orint)
The state of the s			1				
		T		LES K. H			16C. DATE SIGNED
15B. CONTRACTOR/OFFEROR		15C DATE SIGNED	16B. UI	Larles	S OF AMERICA		AUG 6 200
(Signature of person authorized to sign)		L	10.105	(Signature of	Contracting Officers	STANDARD	FORM 30 (REV 10-83)

NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE 30-105

STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 52.243

Lead PR Number: PR-R4-02-10256

Summary Information

Data Validation/Data Entry/Eco Risk Support Title:

From: 03/01/02 Period of Performance: 02/28/03 To:

03/01/02

Award Date: \$618,788.00 Total Funding:

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	/ C
Bace	F0R051	01	т	72F	50102D	HQ00BM00		2505	\$36,606.00	С

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted Exemption 4, CBI
FY2001 - F0R051	Estimated Cost Fixed Fee	· · · · · · · · · · · · · · · · · · ·	Zacarpool 3, 01
	Total:	\$36,606.00	
FY2002 - DK2062	Estimated Cost Fixed Fee		
	Total:	\$4,999.00	
FY2002 - DT2026	Estimated Cost Fixed Fee		
	Total:	\$577,183.00	

[M] - Modified

[A] - Added

AMENDMENT OF SOLICI	TATION/MODIFICAT	ION OF CONTRA	CT 1	. CONTRACT ID CO	DE P	AGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DAT		4. REQUISIT	ION/PURCHASE REC). NO. 5.	PROJECT NO. (If applicable)
0001	06/13/02		PR-R4-02		kem 6 CODE	
6. ISSUED BY	CODE		7	ERED BY (# other than	AMAN CODE	
U.S. EPA Region IV Procurement Section 14th Floo 61 Forsyth St., SW Atlanta, GA 30303	or Atlanta Federal Co	ent e r			·	
8. NAME AND ADDRESS OF CONTRACTOR	(No., street, county, State and ZIP Cod	te)		(√) 9A. A	MENDMENT OF S	DLICITATION NO.
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501				9B. DATI	ED (SEE ITEM 11)	
Research Triangle Park (Indus	trial		}	✓ 10A. MOI	DIFICATION OF CO	NTRACT/ORDER
Area), NC 27709				NO.		16
,				10B. DAT	01-009 TO# 15 TED (SEE ITEM 15)	16
CODE FACILITY CODE	1			03/01/	02	
	11. THIS ITEM ONL	Y APPLIES TO AME	NDMENTS O	F SOLICITATION	S	
[] The above numbered solicitation is ame	nded as set forth in Item 14.	The hour and date specif	ied for receipt	of Offers [] is exter	nded, [] is not e	rtended.
(a) By completing items 8 and 15, and returning submitted; or (c) By separate letter or telegral MENT TO BE RECEIVED AT THE PLACE DESI IN REJECTION OF YOUR OFFER. If by virtue letter, provided each telegram or letter makes	m which includes a reference in GNATED FOR THE RECEIPT (of this amendment you desire reference to the solicitation a	to the solicitation and an DF OFFERS PRIOR TO T to change an offer alrea and this amendment, and	nenament num HE HOUR AND dy submitted, : I is received pri	DATE SPECIFIED MA such change may be or to the opening ho	AY RESULT made by telegram	or
See the section, Accounting/A	13. THIS ITEM APPLIES	n the attachment S ONLY TO MODIFIC CONTRACT/ORDER N	ATIONS OF	CONTRACTS/ORD	DERS,	
(/) A. THIS CHANGE ORDER IS ISS	UED PURSUANT TO: (Specify a	euthority) THE CHANGES	SET FORTH IN	TEM 14 ARE MADE I	N THE CON-	
X FAR 43.202	TUA .					
B. THE ABOVE NUMBERED CO	NTRACT/ORDER IS MODIFIED TH IN ITEM 14, PURSUANT TO	TO REFLECT THE ADM	INISTRATIVE C AR 43.103(b).	HANGES (such as char	nges in paying office,	
c. THIS SUPPLEMENTAL AGRE	EMENT IS ENTERED INTO PU	RSUANT TO AUTHORIT	Y OF:			
D. OTHER (Specify type of modification	on and authority)					
E. IMPORTANT: Contractor [X] is not,	[] is required to sign th	is document and return	copies	to the issuing office		
14. DESCRIPTION OF AMENDMENT/MODIFICATION accordance with the contract ceiling by \$4,999.00 for the inv 210 for a new total of 13,260 LG incremental funding.	ctor's proposal this entory of Superfund	modification inc I records; increa	reases the ses hours)		
					•	
Except as provided herein, all terms and concand effect.	ditions of the document refere	nced in Item 9A or 10A,				
15A. NAME AND TITLE OF SIGNER (Type or)	print)			AND TITLE OF COM	TRACTING OFFIC	ER (Type or print)
15B CONTRACTORIOSS	·	ILEO DATE SIGNED		S K. HAYES ED STATES OF AME	RICA	16C. DATE SIGNED
15B. CONTRACTOR/OFFEROR		15C DATE SIGNED		arles L.	Hours	JUN 1 3 2007
(Signature of person authorized to sign)		J	0-105	Signature of Contracting (TANDARD FORM 30 (REV 10-83)
NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE		31	· 103		P	rescribed by GSA AR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0016, Mod: 0001

Lead PR Number: PR-R4-02-10221

Summary Informatio

Title:

Data Validation/Data Entry/Eco Risk Support

Period of Performance: From: 03/01/02

To:

02/20/03

Award Date:

03/01/02

Total Funding:

\$582,182.00

Summary Changes

The Task Order Ceiling has changed from \$707,160 to \$712,159.

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element		0020	Obj Clss Amount	(/ C
DK2062	02	т	04D0F	50102D	04WQLA00	C009	2505 \$4,99	9.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2002 - DK2062	[M] Estimated Cost [M] Fixed Fee		Exemption 4, CBI
	Total:	\$4,999.00	
FY2002 - DT2026	[M] Estimated Cost [M] Fixed Fee		
	Total:	\$577,183.00	

[M] - Modified [A] - Added

Attachments

The following item(s) have been modified:

Attachment				
Hours			•	

The following item(s) have been added:

Attachment								· 	
Superfund	Data	Review	&	QΑ	Support,	Mod	1		

Lead PR Number: PR-R4-02-10221

Totals

The following item(s) have been modified:

Difference To Amount From Amount Category Redacted Estimated Cost Exemption 4, CBI Fixed Fee

Lead PR Number: PR-R4-02-10221

Statement of Work Superfund Data Validation/Data Entry/Eco Risk Support . Task Order 16, Mod 1

Period of Performance: March 1, 2002 thru February 28, 2003

Purpose:

The purpose of this modification is to request additional services in Task Order 16. Funding will be added to the Task Order to perform the tasks described in the Statement of Work below. The contractor shall perform and provide support services to the EPA Region 4 or other Government entities under the provisions of the contract Statement of Work (SOW) in Task Area II: Data Review, Task Area III: Analytical Logistical Support and Task Area IV: QA/QC Support.

Statement of Work:

The contractor shall conduct an inventory of the 380 boxes of Superfund records presently stored at the Winterville file storage location. These Superfund records must be retained for 30 years and must be moved from the present location to the Federal Records Center (FRC) for storage. Each box of records must contain an inventory sheet detailing the contents of each box, as required by FRC regulations. The contractor shall provide an electronic and hard copy of these inventory sheets, with an appropriate hard copy going into each box.

The boxes in which these files are presently stored will also need to be replaced with FRC approved records retention boxes. This will require the records to be placed into letter-size file folders in order to fit into these boxes, rather than the legal-size folders they are in at this time.

				OR SERVIC				PAGE OF	PAGES
IMPORTANT:	Mark all packages a	and papers with 2. CONTRACT	contract and	or order number	s.		6. SHIP	TO:	
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Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

Summary Information

Data Validation/Data Entry/Eco Risk Support From: 03/01/02 Title:

Period of Performance: To: 02/28/03

Award Date: Total Funding:

\$577,183.00

Accounting/Appropriation Data

DCN	BFYS	Appr.#	Org		Site/ Project	Cost Org	Obj Clss	Amount	•	/ C
DT2026	02	 T	4AD0P	50102D	04WQLA00	C009	2505		\$577,183.00	P

Funding Breakout

Acct.Info	Funding Category	Amou	Redacted
FY2002 - DT2026	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:		\$577,183.00

Procurement Management Roles

TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: MICHAEL H. BIRCH COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8552 Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: ELMER W. AKIN 61 FORSYTH STREET, SW ATLANTA, GA 30303--310

Mail Code: Phone Number: Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: DEBORAH A. COLQUITT COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8804 Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: DENISE L. GODDARD COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8568

Fax Number:

Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: CYNTHIA K. GURLEY 61 FORSYTH STREET, SW ATLANTA, GA 30303--310

Mail Code:

Phone Number: 706-355-8556

Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: JOHN S. HALL COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8615 Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: LINDA P. KIDD COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8731

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: ARCHIE L. LEE COLLEGE STATION RD ATHENS, GA 30613

Mail Code: Phone Number: 706-355-8623 Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: JOHN P. MCCONNEY COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8555

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A. Attn: LYNN H. WELLMAN 61 FORSYTH STREET, SW TANTA, GA 30303--310

Mail Code: Phone Number: Fax Number: E-Mail Address:

Attachments

Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

Attachment Type

Hours Invoice Approval Authority Data Validaton/Data Entry/Eco Risk Support

Subcontractor Consent

Amount Type Name \$289,762.00

Cost-Plus-Fixed-Fee MANTECH ENVIR.

Task Order Totals

Amount Category Redacted Estimated Cost Fixed Fee

Exemption 4, CBI

Invoice Approval Authority
Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

Not withstanding the appointment of Alternate Task Order Project Officers, only the contract level Project Officer and Alternate shall have invoice approval authority.

Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

Statement of Work
Task Order No. 016
Data Validation/Data Entry/Eco Risk Support
Period of Performance 3/1/2002 - 2/28/2003
February 28, 2002 (9:05AM)

PURPOSE

The purpose of this Task Order (TO) is to provide Superfund data review/validation, data entry, biological/risk assessments and review of other analytical QA-related documents, such as QA Project Plans (QAPPs) and Sampling and Analysis Plans, or analytical methodologies, technical support to EPA for laboratory/field review and data validation of oversight programs for EPA Region 4. The contractor shall perform and provide data review and assessment support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area II, Data Review, Task Area III: Analytical Logistical Support and Task Area IV, QA/QC Support. The Contractor shall perform the data review activities in accordance with the National Functional Guidance (NFG) and Regional documents (RFG): or any and all revisions of these documents available through the Internet at the following addresses:

CLP: http://www.epa.gov/superfund/programs/clp/guidance.htm Region IV: http://www.epa.gov/region4/sesd/sesdpub_guidance.html

The Contractor shall perform the risk assessment activities in accordance with the following guidance documents: Ecological Risk Assessment Guidance for Superfund: Process for Designing and Conducting Ecological Risk Assessments, Interim Final, EPA 540-R-97-006, June 1997, and the regional guidance, Supplemental Guidance to RAGS: Region IV Bulletins for Ecological Risk Assessments, http://www.epa.gov/region4/waste/ots/otsguid.htm.

The contractor shall inventory CLP Sample Delivery Group and other data packages for completeness, conduct evidentiary audits, repackage for archival storage, and transport analytical and QA-related data to/from designated records storage facilities in accordance with EPA requirements and SOPs. The contractor will be required to physically lift, move, and transport boxes of data and/or reports to EPA off-site facilities. All packages will be inventoried and boxed according to Federal Records Center requirements.

Audits and quality assurance data review of data packages and electronic deliverables (e.g., diskettes, CD-ROM) will be performed, documented and reported according to standard operating guidance listed. Data packages will be submitted to the contractor for validation by the Task Order Project Officer (TOPO) through TDFs.

Upon completion of manual or electronic validation, the contractor shall submit the required data validation report(s) to the TOPO. When revisions or corrections are required for data validation documents or marked up Form I's, the reports will be returned to the contractor with written directions identifying the necessary revisions/corrections. The contractor shall make the necessary revisions/corrections and submit the corrected reports to the TOPO. The corrected/revised reports and data entry/verification into R4LIMS shall have been completed within the time frame specified in the TO or TDF. The contractor shall update any electronic tracking system if required under the task order and shall transfer electronic data as specified in the SOW, TO, guidance or TDF.

STATEMENT OF WORK:

Task 1: Evidentiary Audits:

The contractor shall examine the data packages for completeness as defined in the NFG. If information is missing, the contractor shall notify the TOPO within 24 hours, through an interim deliverable listing the information required to complete the data validation. The contractor shall track the status of data packages to include due dates, lateness, data validation reports, missing data for samples, PE samples or field QC samples,

Listed below is EPA's estimation of the number of cases for evidentiary audits that will be received during the performance period of this Task Order.

Evidentiary Audits	Superfund Program
Organic Evidentiary Audits	150

. Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

Inorganic Evidentiary Audits	160
Dioxin Evidentiary Audits	25
Total Audits	335

Contractor evidentiary audits shall be measured against the following performance requirement summary:

Performance Standard:

- A. Evidentiary Audits are completed within the two business days of receipt by ESAT.
- B. The audit must be performed in strict conformance with the SOP/NFG.

Acceptable Quality levels (AQL):

- A. 95% of all audits must be completed within two business days and compliant with NFG/RFG to be considered satisfactory.
- B. All responses on the evidentiary audit report match the components of the package 90% of the time.

Surveillance Method:

- A. TOPOs will track receipt and completion of audits by electronic means.
- B. TOPOs review all reports received and compare to data package.

Task 2: Data Validation:

The contractor shall conduct a technical review of analytical data for adherence to appropriate SOW, SOP and/or NFG and RFG. Data are generated through the Contract Laboratory Program (CLP), regional laboratory contracts, EPA regional laboratory, potentially responsible parties (PRPs), EPA field contractors, and other sources.

Listed below is an estimation of the number samples EPA estimates for data validation during the performance period of this Task Order.

Data Review	Samples	#Determinations
Classical/Nutrients	265	295
Dioxins	440	11016
Extractables	2843	187125
Metals	3703	78432
Pesticide/PCBs	2680	75810
VOAs	2351	120575
Total Elements	12282	重点

The total number of samples EPA expects to receive is 5,646 (same as previous contract period). The individual fractions are estimated to total 12,282 since some samples will contain all fractions such as VOAs, extractables, pesticides/PCBs, metals and classical/nutrients.

Contractor data validation shall be measured against the following performance requirement summary:

Performance Standard

. Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

Correct criteria have been applied to the analytical data and appropriate qualifiers assigned based on A. QC indicators. Problems with data shall be identified in data validation memos.

Validation and data entry/verification in R4LIMS are completed within the time frame specified in the

В.

Technical reports (case narratives and DQRs) are complete, grammatically correct and *C*. compliant with the requirements set forth in the TDF/SOP.

AQL:

90% of data reviews are technically acceptable on first submission A.

96-100% of data reviews and data entry/verification meet the required delivery date 90% of data validation reports acceptable for distribution on first submission. 96-100% corrected to B. **C**. acceptable quality within the time frame specified in the TO or TDF.

Surveillance Method:

TOPO will review the data validation report for completeness and technical accuracy as defined in Α. the SOW, SOP, NFG/RFG.

TOPO will compare required date to completion date. В.

TOPO will review all reports prior to distribution. C.

Task 3. Performance Evaluation (PE) Sample Preparation:

The contractor shall prepare/package samples, ship paperwork for PE spikes and blind blanks for CLP and other sampling events for the following estimates:

PE Sample Preparation	# Samples ************************************
PE & Blanks	986
Shipments/paperwork	196
Totals we asset	1182

Contractor preparation and shipments shall be measured against the following performance requirement summary:

Performance Standard:

All shipments of PE samples, blanks and paper work are processed within 2 business of the Α. receipt of TDF.

All PE shipments must be performed in strict conformance with the appropriate Federal D. (DOT) and State shipping regulations.

AQL:

100% of shipments must be shipped within two business days to be considered satisfactory. **A**.

All PE packages shipped must meet the TDF requirements 95% of the time. Corrections will be R. made by contractor to ensure chain-of-custody reports and shipments are accurate 100% of the time.

Surveillance Method:

TOPOs will tract receipt and completion of PE by electronic means and chain-of custody.

TOPOs review all reports received and compare to laboratory data packages. B.

Deliverables:

The contractor will provide copies of chain-of-custody documentation and shipping information and reports for PE

Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

Samples. Other deliverables will be listed in the TDF.

Task 4: Preparation and Review of Biological Assessments

The contractor shall provide QA/QC technical reviews of RI/FS work plans, RI/FS reports, risk assessment reports and RODs developed during remediation or pre-remediation activities in accordance with prescribed U.S. EPA Region 4 procedures. Contractor will met with EPA staff to discuss reports or reviews. Occasional site visits to conduct site assessments, and participate in sample collection efforts in support of the ecological risk assessments will require travel.

Risk Assessment Elements	Superfund Program
Eco-risk Document Reviews	50
Eco-Site Visits	8
QAPP Reviews	20
Sampling & Analysis Plan Reviews	2
Data Reviews for Data Validation Oversight	20
QA Document Reviews (SOP's, Scope of Work, etc.)	10
Total Elements	2010年211072月

Deliverables:

Critical technical review of documents that include and relate to the ecological risk assessment for hazardous waste sites as defined in the guidance documents and the TDFs issued by EPA.

Task 5: Preparation and Review of Quality Assurance Related Documents or Materials:

The contractor shall prepare/review QAPPs and/or sampling and analysis plans for EPA and ESAT conducted projects according to the EPA guidance documents, EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans; EPA QA/G-9: Guidance for the Data Quality Assessment: Practical Methods for Data Analysis; and EPA QA/G-4HW: Guidance for the Data Quality Objectives Process for Hazardous Waste Sites.

The contractor shall provide technical support to EPA in the review, development, and/or revision of QA-related documents as specified in TDFs. These documents may include SOPs, procedural documents, scopes of work, operating guidelines, analytical summaries and tables, functional guidelines, and data validation manuals.

The contractor shall conduct scientific and technical review on EPA SOPs, manuscripts, data compilations, review articles, technical papers prepared for journal publication, and scientific/technical products.

The contractor shall provide evaluation of specialized computer systems to be utilized to perform or support task-related activities, such as loading existing analytical data into EPA supplied software and generating reports or conducting electronic data assessments/validation.

The contractor may be tasked to provide review and assessment of field screening and fixed laboratory conformational data and split sampling data to determine data comparability.

The contractor shall perform data review for the regional data validation oversight program.

The contractor shall provide technical support to the EPA in the review of CLP, non-CLP, PRP, and state laboratory performance in the analysis of samples for EPA environmental programs and in the review of PRP, state, and field contractor performance of field sampling/analytical activities. This technical support may require the contractor to

Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

review and track applicable documents and electronic media to determine if laboratory and/or field activities have been performed in accordance with EPA-approved requirements and specifications. The contractor may be required to provide on-site technical support to EPA at designated laboratories or sites.

Deliverables:

The contractor shall prepare and submit to the TOPO the QAPPs or S&A Plans in the format specified in the guidance documents and/or submit findings of the reviews as defined in the TDF.

The contractor shall submit to the applicable TOPO and/or project officer (PO) documents prepared and a complete report of its review of documents and data performed under this Task Area, in the format specified. This may require the submission of electronic deliverables, data tables, notes of meetings and site visits, and research materials and/or references. The contractor may be required to summarize document revisions. At times, multiple copies of documents/deliverables may be required. The contractor shall revise and resubmit documents in accordance with EPA requirements specified in the TDF.

Task 6: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of data review, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, data review technology, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

Deliverables:

Deliverables will be defined in the TDF.

Task 7: EPA Sponsored Meetings/Workshops/Conferences

If this Task Order requires Contractor support for an EPA sponsored meeting, workshop, or conference, the following shall apply:

EPA meetings shall be held in Federal facilities whenever available. EPA is required to notify GSA when the Agency has a short term need for meeting facilities and such facilities are not available within the Agency [FPMR 101-17.101-4]. The EPA PO will determine and then advise the Contractor when Federal facilities are not available. The PO will also notify GSA or the appropriate authority and advise the Contractor if the space cannot be provided..

Except for Contractor or subcontractor personnel necessary for performance of the work called for by this Task Order, the cost of travel, food, lodging, etc. for other participants or attendees shall not be an allowable cost under this contract.

The cost of beverages, food, refreshments, etc. consumed by the participants or attendees shall not be an allowable charge under this contract.

Registration fees must be approved prior to attendance by the Contracting Officer. (If approved, fees collected must be accounted for and turned over to the EPA Finance Office. They may not be used to offset any of the cost for performing the contract.) For this Task Order, no registration fees are approved.

TASK 8: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each TDF under this TO, including each site-specific project, in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5. Program management costs shall be identified from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with monthly reports of the above-referenced data.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this Task through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

Contract: 68-W-01-009, Task Order: 0016

Lead PR Number: PR-R4-02-10116

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate, complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall revise its QMP and QAPP to reflect any new changes in operation or new requirements or implement an EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2 and requirements outlined in EPA QA-R5.

The contractor shall implement or revise an existing Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables:

The contractor shall submit to the PO/TOPO all reports defined in the SOW (Attachment 2, Reports of Work Page 2-1 of 5) and monthly status reports under this TO.

The contractor shall submit to the PO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.